

Erasmus Student Placement at the International Relations Office, University of the Basque Country SPAIN

EMPLOYER INFORMATION	
Name of organization	University of the Basque Country (Universidad del País Vasco/Euskal Herriko Unibertsitatea)
Address inc post code	Vicerrectorado de Estudios de Posgrado y Relaciones Internacionales Paseo Arriola 2 20018 Donostia-San Sebastián, SPAIN
Telephone	+34 943015136 / +349435127
Fax	+34 943018986
E-mail	amaia.sagarminaga@ehu.es
Website	www.ehu.es/en
Short description of the university	<p>The University of the Basque Country is a public, all-inclusive higher education and research institution. Rated among the 300-400 top universities in the world, we count 42,000 undergraduate and 3,000 postgraduate students. Our research and knowledge transfer activities gained us the 'Campus of International Excellence' label. Our staff goes up to 5,000 faculty members and over 1,500 administrative agents.</p> <p>Located in the wealthiest region of Spain, on the Atlantic Ocean and bordering France, the Basque Country offers unpaired life standards: comfortable life with excellent transport-social-medical services; internationally renowned cuisine; spectacular landscape with over 100 km of sandy beaches and evergreen mountains; and extremely friendly (although somewhat reserved) local population. A little too much rain is about the only inconvenience of our almost picture-perfect region.</p> <p>The Campus is located 10 minute-walk from the beach and is easily accessible by bike from virtually anywhere in the city.</p>

CONTACT DETAILS	
Contact person for this placement	Amaya Sagarminaga, International Projects Officer
Department	International Relations Office Donostia-San Sebastián
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E-mail address	amaia.sagarminaga@ehu.es

PLACEMENT INFORMATION

Department / Function	International Relations Office Donostia-San Sebastián
Description of activities	<p>-Collaborate in the design and implementation of team-building tools for our Buddy Programme</p> <p>-Collaborate in the design and implementation of long-term contact tools for international visitors at the University of the Basque Country</p> <p>-Collaborate in the design and improvement of social media use at the International office</p> <p>-Other tasks related to the improvement of marketing and external communication tools of the International Relations office.</p>
Location	Donostia-San Sebastián, Spain
Duration	3 months; extension of the placement to be discussed
Working hours per week	25 hours/week
Accommodation (please select)	<input type="checkbox"/> Accommodation will be provided <input checked="" type="checkbox"/> We can assist with finding accommodation <input checked="" type="checkbox"/> Student to make own arrangements
Other benefits supplied	The University of the Basque Country will provide fully financed Spanish and/or Basque courses (subject to dates and availability of the relevant level), comprehensive support for accommodation search.

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	<p>Intermediate level of Spanish required</p> <p>Excellent command of English required</p>
Computer skills and level of skills required	User level
Application procedure	<p>Please submit your resume and cover letter to amaia.sagarminaga@ehu.es. A brief description of your main career interests and summary of your training period expectations will be valued.</p> <p>We would like to share our experience and knowledge so as to work & learn together with the trainee. We are looking for an inquisitive, proactive and flexible person; someone willing to explore, test and create new communication and management tools in close collaboration with our staff. We believe this collaboration can eventually lead to an interesting, reality-based final degree project in the field of marketing and external communication.</p> <p>Accounted worktime within the office leaves out useful or required reference reading and search for the consecution of the agreed goals of the training period.</p>
Application deadline	Ongoing