



GRUNDTVIG ASSISTANTSHIPS

HOST COUNTRY: FINLAND

Further information on Grundtvig Assistantships is available at:

http://www.cimo.fi/ohjelmat/grundtvig/aikuiskoulutushenkiloston_liikkuvuusapurahat/asiantuntijavaihdot (in Finnish) and

http://www.cimo.fi/program/grundtvig/mobilitetsstipendier_for_vuxenutbildningspersonal/experimentutbyten (in Swedish)

YES, WE WOULD LIKE TO HOST A GRUNDTVIG ASSISTANT IN 2013/2014:

1. ORGANISATION

Name of institution/organisation	Seinäjoen kansalaisopisto/ The Adult Education Centre of Seinäjoki		
Type of institution/organisation	Adult education provider		
Legal Status	<input type="checkbox"/> Private	<input checked="" type="checkbox"/> Public	Size (staff) 14
Commercial Orientation	<input type="checkbox"/> Profit	<input checked="" type="checkbox"/> Non profit	Size (students) 7500
Location	<input type="checkbox"/> Rural		<input checked="" type="checkbox"/> Urban
Address	Vapaudentie 83		
Postcode	60100	City	SEINÄJOKI
Country	FINLAND		
Telephone	+358 6 4162895		
E-mail address	firstname.lastname@edu.seinajoki.fi		
Website	www.seinajoki.fi/kansalaisopisto		
Can your institution be easily reached by public transport?	<input checked="" type="checkbox"/> yes, by:train, bus and plane <input type="checkbox"/> no, explain:		
Can you help the Assistant to find suitable accommodation?	<input type="checkbox"/> yes, we can find accommodation and take care of the practical arrangements <input checked="" type="checkbox"/> yes, we can give information on potential accommodation, but we cannot take on any practical arrangements		

2. CONTACT PERSON

This person will supervise the Grundtvig Assistant if the application is successful.

Title	Ms	First name	Päivi
Family name	Väli-Torala		
Department (if relevant)	Languages		
Position	Coordinator of languages		
Work Address	(if different from 1.)		
Postcode		City	
Country	FINLAND		
E-mail address	paivi.vali-torala@edu.seinajoki.fi		
Telephone	+358 6 4166237		

3. ORGANISATION'S PROFILE

Overview of activities provided to adult learners:

Our organisation has a long-established tradition in providing general education and training for all. We offer courses in practical crafts, creative arts, music, languages, physical education, health care and general subjects like personal development, citizenship, computer skills. Also open university studies are available. The learning process stresses the learner's own responsibility, goals and role as a self-directed learner. Since the studying is based in voluntariness, the teacher's task is very demanding. The teachers need all their professional and personal skills to be able to maintain the students' motivation. The job is also extremely rewarding because many adults have a great passion for learning. Our ideology is to offer learning opportunities by professional staff to the whole society as men and women, working people and the unemployed, old and young, immigrants, academically trained and workers without a degree, and all study in the same group. Our aim is to design and provide courses to meet the actual needs of the people in Seinäjoki area.

Adult learners with special needs or from socio-economically disadvantaged groups:

Yes No

If YES, please specify: We offer many kinds of courses for immigrants: Finnish for foreigners in different levels, practical crafts, art, music, foreign languages, computer skills and physical education. We also have a significant number of courses for deaf and handicapped students.

Have you hosted an Assistant from abroad before? Experience in European cooperation activities?

No, but two of our teachers have attended In-service training in Grundtvig Programme in Germany, Braunschweig and in Italy, Florence. Our Spanish teacher is going to Spain next summer to Santiago de Compostela.

4. MOTIVATION TO HOST AN ASSISTANT

What are your reasons why you would like to host an Assistant?

We are willing to build wider international relations, and give our staff and students an opportunity to learn different ways to think and act in everyday situations in education branch. We hope to catch fresh ideas and learn to see things from a new point of view. It would be interesting to learn what kind of teaching methods are used in the other EU countries. We are also willing to show our own ways. Hosting an Assistant will create more situations for our staff and students to improve their language skills. It will be a natural way to practice to communicate in a foreign language. We and our students are highly interested in foreign cultures and the way of thinking elsewhere. The Assistant will surely enlarge our knowledge on his/her country of origin. We also wish to establish long-term contacts in the Assistant's country in the future.

5. POSSIBLE TASKS FOR AN ASSISTANT

In which areas will the Assistant be involved and how? Will the Assistant have an opportunity to teach his/her culture and mother tongue?

The Assistant will be working as part of our teaching staff as an assisting member and also as an independent teacher, taking part in all activities in language learning e.g. planning and finding teaching material for language teachers (mainly English). He/She is able to use and show his/her own methods and bring out personal policies. Assisting teachers who are teaching large groups is also important.

The Assistant could teach his /her mother tongue and culture. He/She is also expected to tell about his/her own country in various classes. He/She has an opportunity to attend our Finnish for Foreigners lessons for free.

He/She will be given a chance to learn about our administration policy of adult education in Finland and take part in all everyday tasks at our school. The Assistant is supposed to initiate new procedures and suggest projects if necessary.

Our institute is starting a project concerning sustainable development at our school. We wish he/she could support our project in planning and executive level.

6. ASSISTANT'S PROFILE

Please indicate your preferences regarding the profile of the Assistant (experiences, language skills, field(s) of expertise, subjects taught, etc.).

We would appreciate an assistant with experience in an adult education institution. He/She should be fluent in English and able to teach English as well as his/her mother tongue and culture. We expect him/her to be computer-literate, hard-working, flexible, creative and outgoing.

7. OTHER COMMENTS/REMARKS

Ideally we would want the Assistant to stay from 1.9.2013 to 31.12.2013.