

SHORT-TERM CONTRACT OPPORTUNITY Teacher of Spanish language and Academic Literacies

The Academic Service of the [European University Institute](#) based in Florence, Italy, is offering a **9 months contract** to join its team from **1 October 2024**.

This contract can be extended up to a maximum total period of 12 months.

The selected candidate will deliver the **Spanish language teaching** and provide **academic skills support** in the Centre for Academic Literacies and Languages (CALL) as part of the Academic Service.

The Academic Service and the Centre for Academic Literacies and Languages (CALL)

The Academic Service oversees and supports the applications, selection, and admission processes of master's students, early-stage researchers (doctoral programme), fellows and professors. It administers the progress of master's students and Ph.D. researchers throughout their programmes, in close collaboration with the Academic Units and the Dean of Graduate Studies. The Service offers academic skills and professional development courses to early-stage researchers, it organises international exchanges and teaching placements. The Psychological Support and Wellbeing Service, as well as the *Centre for Academic Literacies and Languages (CALL)*, represent integral parts of the Academic Service. The present job opportunity is allocated under the Centre for Academic Literacies and Languages (CALL) which offers a range of language courses and services designed for its members and their different needs during their stay at the EUI.

The position

Under the supervision of the CALL's Coordinator, the Teacher of Spanish Language and Academic Literacies will design and deliver Spanish language courses to the members of the EUI community, including academic skills support for doctoral and postdoctoral researchers in the Social Sciences and Humanities.

More specifically, the Teacher of Spanish Language and Academic Literacies will cover a wide range of teaching responsibilities, with associated administrative duties, of which the most important are:

- Teaching Spanish language and academic literacies to researchers and fellows, partners and staff. This includes course planning, and preparing, selecting and designing appropriate materials;
- Developing and teaching specific workshops on request (academic reading/writing, CV writing, personal statements, writing emails, etc.);
- Carrying out individual consultations (providing feedback and assistance appropriate to individual linguistic needs of the EUI community);
- Preparing placement and end of term/end of course testing;
- Evaluating documents on linguistic competence in collaboration with the EUI's Human Resources Service;
- Populating the learning management platform;
- Preparing course documentation.

Requirements

- Spanish at a proficiency level C2 of the CEFR;
- Graduate degree in languages, linguistics or related disciplines;
- A qualification or teaching certificate in teaching Spanish as a foreign language;
- Experience in teaching in Higher Education;
- Good knowledge of English, both spoken and written (CEFR level: min. B2).

Advantageous

- Teaching experience in an international setting;
- Experience in using digital tools for teaching and record-keeping;
- Knowledge of other languages of the European Union;

Type and Duration

- 9 months (October 2024 – June 2025), with possibility of renewal up to a total of 12 months;
- Full-time (Monday to Friday; 8 hours/day);
- Start of the contract: 1 October 2024.

Conditions for Eligibility

Candidates must:

- Be nationals of a European Union member state
AND
A level of education which corresponds to completed university studies of at least three years attested by a diploma.
AND
- Have a good knowledge of one of the EUI's official languages and a satisfactory knowledge of another official language of the European Union to the extent necessary for the performance of the duties.

IMPORTANT: The above-mentioned conditions are mandatory, meaning that candidates who do not meet these will not be assessed further and will be excluded from the selection process.

Remunerations

- The successful candidate will be appointed by the Appointing Authority as auxiliary contract agent of type 3b at grade FG IV, 13, 14 or 16, depending on qualifications and length of professional experience.
- The net monthly salary after taxes at grade FGIV/13 is approx. 3,267 EUR. In addition to the salary, staff members may be entitled to various allowances, in particular household allowance, expatriation allowance (16% of basic salary and household allowance), dependent child allowance and education allowance. The EUI has its own social security scheme.

The following table provides examples of monthly salaries taking into account some possible scenarios:

Type of contract	Contract agent – FG IV/13	Contract agent – FG IV/14
Basic salary (net)	Euro 3,267 (after taxes and social security contributions)	Euro 3,518 (after taxes and social security contributions)
Basic salary + expatriation allowance (net)	Euro 3,755 (after taxes and social security contributions)	Euro 4,219 (after taxes and social security contributions)
Basic salary + expatriation + household and 1 dependent child allowance (net)	Euro 4,703 (after taxes and social security contributions)	Euro 5,191 (after taxes and social security contributions)

Additional benefits

- Access to EUI facilities: Library, Reading Rooms, Centre for Academic Literacies and Languages, Cafeterias and Canteens, Extracurricular Activities and Seminars and Workshops.

More information on being an administrative staff at the EUI can be found in [Work and Life of EUI Support Staff](#).

How to apply

Fill in the [online application form](#) for *spontaneous applications* and upload documents as requested. On the application form, in the section on preferred **areas of interest**, select *Language Teaching*. Only applications submitted through the online application form will be accepted. Your application will be considered successfully submitted once you receive an automatic email confirmation.

Deadline for applications: **19 August 2024**, 23:59 CEST.

EUI general information: www.eui.eu.

Should you experience any technical issues with the system, please send an email to: applyjob@eui.eu. For more information on the position, please contact Silke Tork (silke.tork@eui.eu).

Centre for Academic Literacies and Languages

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