

## EDUCATIONAL SUPPORT ASSISTANT WITH SPANISH LANGUAGE TEMPORARY REPLACEMENT

This offer seeks to build a pool of candidates for unforeseen and temporary replacements during the school year. Please see Annex 1 for detailed responsibilities.

### Requirements

- **BAC + 3** with a background in **education, special education, inclusion** or a **related field**.
- **Experience** in supporting pupils with **diverse learning needs**.
- Knowledge of **inclusive practices** and **educational support strategies**.
- Ideally the candidate would be **native in Spanish**, alternatively, **knowledge of the language minimum C1 level** could be considered.
- Ability to **work collaboratively** with **teachers, pupils, and parents**.
- **Empathy, patience, and a commitment** to fostering an **inclusive educational environment**.
- **Strong organisational and communication skills**.

### Assets

- Experience in the European School system.
- Competence in English at least B2 level.
- Competence in another European language.

### We offer

We are offering contracts in accordance with the Service regulations for the administrative and ancillary staff (AAS) of the European Schools (Ref.: 2007-D-153-en-15) available clicking [here](#).

- **Starting day:** as soon as the replacement situation occurred.
- **Schedule:** The Educational Support Assistant will be supporting the pupil between Monday and Friday. The weekly work schedule will be defined according to the specific educational needs of the child for whom the assistant will be hired.
- **Type of contract:** a replacement contract.

### Application procedure

Please send the following documents in PDF format to the email address [ALI-RECRUITMENT@eursc.eu](mailto:ALI-RECRUITMENT@eursc.eu) ensuring that each file is appropriately named:

1. Motivation letter
2. CV (Europass)
3. Copies of your diploma(s)/certificate(s)

Please write in the subject of your e-mail the job reference number “2025/EE-PAS/07” followed by your name.

Please also complete the following form: [Educational Support Assistant \(Replacement Roles\)](#)

The candidate must provide a criminal record check for sexual offenses prior to employment. The School will need that the candidate has a NIE (Foreigner Identification Number) or DNI (Spanish National Identity Document).

Please be aware that sending us your candidature will be considered implicit authorization to keep your CV in our file. Please consult our Privacy Statement to know our policy regarding the processing of personal data

in the scope of recruitment (2018-03-D-23-en) [2018-03-D-23-en-3\\_ALICANTE\\_0.pdf \(escuelaeuropea.org\)](#)

Detailed information can be found on the website of the European School of Alicante <https://www.escuelaeuropea.org> and on the website of the European Schools <https://www.eurisc.eu/en>.

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## Annex 1

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**Tasks** (When he/she is not attending the student in question, he/she will perform administrative tasks.)

### 1. Nursing and Care

Ensuring the pupils' health, safety, and comfort, enabling them to participate fully in the school environment.

#### Key Responsibilities:

- Provide direct physical care, including assistance with mobility, toileting, feeding, and medical procedures as required.
- Monitor and support pupils' health and well-being throughout the school day, including school activities outside the school premises.
- Collaborate with healthcare professionals, parents, and school staff to develop and implement individualised care plans.
- Maintain accurate records of care provided and any health-related incidents.
- Ensure the safe use and maintenance of any medical or mobility equipment.

### 2. Pedagogical Responsibilities

Providing educational and behavioural support to pupils with special educational needs to facilitate differentiated teaching and learning and classroom inclusion, ensuring all pupils can access and benefit from educational activities.

By promoting social and emotional development, the Educational Support Assistant enables pupils to participate fully and meaningfully in the classroom and school environment.

#### Key Responsibilities:

##### A. Instructional Support:

- Assist teachers in designing and implementing differentiated instruction to cater to all pupils' diverse learning preferences and needs.
- Support the development and use of individual learning plans (ILPs) for pupils requiring additional support.
- Provide targeted educational support through one-on-one or small group instruction, focusing on pupils who need extra help with specific subjects or skills.
- Utilise assistive technologies and educational tools to enhance learning experiences for pupils with special educational needs.

##### B. Classroom Inclusion

- Facilitate the inclusion of pupils with special educational needs into mainstream classroom activities and activities outside the school premises, ensuring they participate fully and meaningfully.
- Promote positive interactions and peer support among pupils to foster an inclusive classroom culture.
- Implement strategies to manage and support positive behaviour in the classroom.

##### C. Monitoring and Reporting:

- Track and document pupil progress, noting achievements and areas needing improvement.
- Provide feedback to teachers on the effectiveness of instructional strategies and interventions.

**D. Support for Social and Emotional Development:**

- Foster a supportive and understanding environment that addresses the social and emotional needs of pupils with special educational needs.
- Under teacher supervision, implement activities and programs that promote social skills, self-esteem, and resilience.
- Provide emotional support and guidance to pupils, helping them navigate social interactions and build positive relationships.

**3. General Responsibilities: Collaboration, Communication and Professional Development**

- Work closely with teachers, Education Support staff, and other school professionals to develop and implement inclusive practices.
- Participate in meetings with educational support teams to review pupil progress and adjust support plans as needed.
- Engage in ongoing professional development to stay current with best practices in inclusive education and special educational needs.
- Share knowledge and insights gained from professional development with colleagues to promote a culture of continuous improvement in inclusive practices.

**Thank you for your interest in the European School of Alicante**