

The European School Luxembourg 1 is looking for

## **1 SUPPORT TEACHER (M/F/D) FOR ENGLISH LANGUAGE IN THE SECONDARY CYCLE – (20 PERIODS/WEEK – PART-TIME)**

**2023-07-SEC-EN-ST**

### **Job description**

#### **Mission:**

A support teacher for English language in the Secondary cycle of the European School Luxembourg I is recruited for the period from 01/09/2023 until 31/08/2024.

#### **Profile:**

- The candidate will be a teacher for English language at secondary school level (all levels up to BAC).
- The candidate will be a native English speaker (mother tongue level or level C2).
- The candidate will have previous experience as teacher in Secondary.
- Qualification to teach English as mother tongue will be considered an asset.
- Qualification to teach English as a foreign language is an asset,
- The candidate will have experience working with children with learning disabilities.
- Previous experience teaching children with Autism Spectrum Disorder will be considered an asset.
- Previous experience as teacher in a European school and knowledge of at least one of the other working languages of the European School of Luxembourg (FR-DE) will be considered an asset.
- The candidate will be willing to acquire knowledge of support in the European Schools and in particular at the European School Luxembourg 1 (procedures, documentation, special adaptations, special arrangements....).
- The candidate will be willing to acquire the knowledge necessary to support children with learning disabilities and, where appropriate, to train for specific disorders.
- The candidate will be motivated to work as part of a team with other teachers and support staff, as well as secondary cycle educational advisers.

- The candidate will be willing to acquire the necessary knowledge for the effective use of the European Schools' specific software.
- The candidate will have knowledge of the European School system and be motivated to work in a multilingual and multicultural environment.
- The candidate will have a strong sense of responsibility and an impeccable personal presentation.
- The candidate has to be a EU citizen or be in possession of an authorisation to work in the Grand Duchy of Luxembourg at the time of application.

### We offer:

- A renewable fixed term contract (1 year) as of September 1st 2023 in accordance with the Service regulations for the locally recruited teachers in the European Schools: (<https://www.eursc.eu/fr/Office/official-texts/basic-texts/en> under "Service Regulations for Locally recruited teachers in the European Schools - 2016-05-D-11-en-12" (<https://www.eursc.eu/BasicTexts/2016-05-D-11-en-12.pdf>),
- 20 teaching periods per week,
- Monthly gross salary: 7.827,80 EUR per month (391,39 EUR/ month for one period of teaching a week in Secondary classes,
- **Removal costs (art. 37):** "A locally recruited teacher recruited for a minimum period of one year and a contract providing a minimum of 16 hours/periods per week shall, as provided in Article 59 and Article 62 of the Regulations for Seconded Staff Members of the European Schools, be entitled to reimbursement of the expenses caused by the removal to the place of the school (...)",
- **Installation allowance (art. 37bis):** "A locally recruited teacher recruited for a minimum period of one year and a contract providing a minimum of 16 hours/periods per week who furnishes evidence of having been obliged to change his/her place of residence and of having actually settled at his/her place of employment (...) shall be entitled (a) to an installation allowance (...)",
- **School fees (art. 39):** "For school year teachers a reduction in school fees shall be granted during the period of his/her employment for any of his/her children enrolled in the European Schools. The reduction shall amount to 7% per weekly hour taught in the nursery and primary cycles and to 5% per weekly period taught in the secondary cycle. The present Article shall not give entitlement to any compensation in cases where a child of a locally recruited is enrolled in a school other than one of the European Schools."

Rules on admission to and operation for the European Schools of Luxembourg are available at the following link:

[http://www.euroschool.lu/site/wp-content/uploads/2023/03/2023-2024\\_Rules-on-admission\\_EE-Lux.pdf](http://www.euroschool.lu/site/wp-content/uploads/2023/03/2023-2024_Rules-on-admission_EE-Lux.pdf).

▪ **Travel expenses (art. 40.3 and 40.4):**

“3. A locally recruited teacher shall be entitled in accordance with article 60.2 of the Regulations for Seconded Staff Members of the European Schools to the reimbursement of travel expenses for himself/herself, his/her spouse and his/her dependants actually living in his/her household on taking up his/her appointment, from the place of origin to the place of the school.

4. A locally recruited teacher who changes to another European School in another city following the mobility approach defined in Article 38 of these Service Regulations will be entitled to the reimbursement of travel expenses in accordance with paragraph 3 of this article.”

**Recruitment procedure:**

- All applications have to be uploaded exclusively via the recruitment portal of the European School Luxembourg I – Kirchberg. (<https://www.euroschool.lu/vacancies>) at the latest by **Wednesday August 23<sup>rd</sup> 2023** to the attention of

Mr. Martin WEDEL

Director of the European School Luxembourg I

and indicating the reference **2023-07-SEC-EN-ST** in the motivation letter.

- The application must be accompanied by:
- a **motivation letter (EN)**,
  - a **detailed curriculum vitae** (if possible in « Europass » format) **(EN)**,
  - a **copy of the study diploma**,
  - an **extract from the criminal record** (bulletin 3 and 5 for Luxembourg or equivalent for other countries) dated less than 3 months,
  - if applicable, a valid authorisation to work in the Grand Duchy of Luxembourg for non-EU nationals, must be attached to the application.
- **All documents uploaded must be in .PDF format !**
- **Incomplete applications**, sent by post, by e-mail or after the deadline **will not be considered**.
- No reply will be given to candidates before the end of the procedure.
- **Those interested in this position who do not have the required profile are kindly requested to refrain from applying.**
- **Interviews are scheduled the week of September 4th 2023.**



ECOLE EUROPEENNE DE  
LUXEMBOURG I – KIRCHBERG



Detailed information about our school and the European Schools in general can be found on the website of the European School Luxembourg I [www.euroschool.lu](http://www.euroschool.lu) respectively on the website of the European Schools [www.eursc.eu](http://www.eursc.eu) .

Requests for additional information will be handled until August 20<sup>th</sup>, midday, and have to be addressed to the following email address [elise.meyniel@eursc.eu](mailto:elise.meyniel@eursc.eu).

Please take note that, considering the school holidays, a reply will not always be possible the same day