



MINISTERIO DE EDUCACIÓN Y FORMACIÓN PROFESIONAL



CONSEJERÍA DE EDUCACIÓN
ACCIÓN EDUCATIVA EXTERIOR

LANGUAGE AND CULTURE ASSISTANTS PROGRAM IN SPAIN FOR FILIPINO CITIZENS - SCHOOL YEAR 2022-2023

GUIDELINES TO APPLY

The Spanish Ministry of Education and Vocational Training offers new Language and Culture Assistants positions in Spain for Filipino university students or graduates for the school year 2022-2023. Citizens interested may apply for the complete school year October 2022 to May or June 2023. The Education Office of the Spanish Ministry of Education does not charge application fees for any service related to the application process in this program. Please contact us if you receive any petition of fees for this service.

GENERAL INFORMATION

Participants in the program have the opportunity to live in Spain, start or improve their knowledge of the Spanish language and culture and take advantage of an internship experience in Spanish schools for their future, fostering and promoting intercultural understanding between citizens of Spain and the Philippines. Their main role is to support the teacher of English in primary or secondary education or in language schools.

At the same time, this program gives Spanish students the opportunity to study English language in depth and get to know the Filipino culture by interacting with English native speakers.

The regions in Spain that Filipinos can apply for will be posted when the annual call is published, presumably in January 2022. For reference purposes, the following Spanish regions were available for Filipinos for school year 2021-2022:

Aragón, Andalucía, Asturias, Canarias, Cantabria, Castilla-La Mancha, Castilla y León, Comunidad Valenciana, Extremadura, Galicia, Islas Baleares, La Rioja, Madrid, Murcia, País Vasco, Ceuta y Melilla. Filipinos cannot apply for: Navarra and Cataluña.

I. REQUIREMENTS

- be Filipino citizens and **proficient in written and spoken English, residing in the Philippines**
- be a last-year university student of a Bachelor's Degree, or already in possession of a Bachelor's degree, a postgraduate student, or having completed a Master's degree or Doctorate
- be of sound mental and physical health and must have no limitations that would impair your ability to teach
- have a clear police record
- be eligible for a long-term student visa

for more information please refer to:

<http://www.exteriores.gob.es/consulados/manila/es/Paginas/inicio.aspx>

II. MERITS AND ADDITIONAL QUALIFICATIONS

The following merits will also be taken into consideration:

- Official Spanish Diplomas (DELE or others)

- o Degrees or students of degrees related to Education
- o Prior teaching experience
- o Experience living, working or studying overseas
- o Knowledge of other languages in addition to English and Spanish
- o Additional degrees other than those required to participate

III. TEACHING ASSISTANTS' DUTIES AND RESPONSIBILITIES IN SPAIN

- a. The candidates selected will complete their duties as language and culture assistants, supporting the teaching of English under the supervision and guidance of a classroom teacher at schools
- b. The weekly requirement of the assistants is a minimum of 12 class hours (in Madrid and Comunidad Valenciana it could be up to 16 hours), all of which are spent assisting the classroom teacher
- c. The language assistant and the classroom teacher (or the institution's head teacher or Principal) may agree upon other tasks such as attending meetings, giving talks and participating in extracurricular activities, such as field trips, school exchanges, school plays, concerts or sports carnivals
- d. The different local education authorities from each region will allocate each assistant in a primary school, secondary college or language school (adults)

IV. SPECIFIC CONDITIONS OF THE GRANT

- a. A monthly allowance of approximately 700€ (1000€ in Madrid and Comunidad Valenciana)
- b. Health Insurance in Spain.
- c. Initial training course at the beginning of the school year
- d. Official certification issued by Spanish educational authorities
- e. Paid school holidays: Christmas and Easter
- f. Lodging, transportation from and to the country of origin and meals are at the applicant's own expense

V. PROCEDURE TO APPLY

The general application process will tentatively start in January 2022 until April (specific dates still to be announced) through the Spanish Ministry of Education website via PROFEX. For Filipinos that wish to apply, an interview with the Education Advisor is **mandatory before** submitting any applications through PROFEX. All the interviews will be online. Information on how to apply through PROFEX will be published on our website after candidates have been interviewed. **No applications on PROFEX will be considered if the candidate has not passed this interview.**

Before the submission of applications through PROFEX, the application process for a position of language assistant in Spain for school year 2022-2023 will consist of two stages:

STAGE 1: Candidates from institutions that have partnered with the Spanish Ministry of Education and Vocational Training

Candidates of universities that have partnered with the Spanish Ministry of Education (Ateneo de Manila, University of Santo Tomas, University of the Philippines Diliman, De La Salle University, De La Salle College of St. Benilde, West Visayas State University and Xavier University - Ateneo de Cagayan) need to apply through their university (International/External Relations Office (Ateneo de Manila, DLSU, WVSU, XU), Spanish Section in the Modern/Foreign/European Languages Department (UST, UP Diliman) or Center for Academic Linkages (De La Salle – College of St. Benilde). They will be pre-selected by their universities in October. The pre-selected candidates will then be interviewed by the Education Advisor through an online interview. Once the university endorses their candidates, they will be contacted by this Education Office in the Philippines with

information on how to schedule their interview. For graduates, their university will inform them whether they will consider their application or if they will need to apply through stage 2. If a student or graduate misses the pre-selection process by their university, they will be able to apply through stage 2, if it opens.

Currently-enrolled students in Instituto Cervantes can also apply through this institution, following the same procedure. They will need to meet the general requirements and be enrolled in a course of any level. In order to apply, they will need to contact cenmni@cervantes.es from October 1 to October 31 and provide their full name, course they are enrolled in and an email address. No applications will be accepted after October 31. Applicants from IC with a higher level of Spanish will be given priority.

STAGE 2: General public

After Stage 1 is finished, if there are still vacancies, interested applicants will find information on our website on how to book an appointment for an online interview. Please note this won't be known until stage 1 is finished, and it will be announced on our website as soon as it is known. Kindly refrain from sending inquiries on this matter.

There are no special intakes for any other dates and withdrawals are not covered.

SPECIAL CASES

Current language assistants in Spain that do not belong to the batch of the Ministry of Education

If you are a language assistant in Spain in this academic year 2021-2022 and you did not apply through the Ministry of Education but wish to do so, your application is considered as a new application. You'll need to contact this Education Office at asesoria.filipinas@educacion.gob.es to learn more about how to apply. In this case, an interview may not be necessary. You'll need to provide a recommendation letter from your current school and how long you have been a language assistant in Spain and in which schools. As a reminder, Filipinos can be a language assistant in Spain for a maximum of 3 academic years, regardless of region or program.

Withdrawals

Due to the COVID-19 pandemic an important number of withdrawals took place. If you are in this situation, you can inquiry your university about the possibility of being endorsed again. If this were not possible or you were not endorsed by a university last year, you will need to contact asesoria.filipinas@educacion.gob.es to inform about your wish to re-apply. Your application will be considered but not granted, since this will depend on the number of vacancies and new applicants. You will be informed whether you are selected or not. Please do not apply through Profex until you are informed that you are finally selected. In this case, an interview may not be necessary. On Profex, you are not considered as a renewal, since renewals are only candidates who actually started their internship in Spain.

Teachers in the Philippines

If you are a licensed teacher currently teaching in a public or private school or university in the Philippines (not private companies or academies), you can apply for an interview by completing the following form: <https://forms.gle/N5YAS2bGB2qpyTD96>

The form will be available until October 31, 2021. Please note this is only for teachers that meet these requirements. If you are in this situation, you will be contacted by the Education Office for an online interview.