

Thanks a million for your
collaboration!!

We hope you will have a great
experience with us!!

CONTACT:

School staff.

auxiliares.conversación@educa.madrid.org

Personal interview at the Consejería de Educación
online appointment by writing to the above email address:

<https://comunidadbilingue.educa2.madrid.org/>



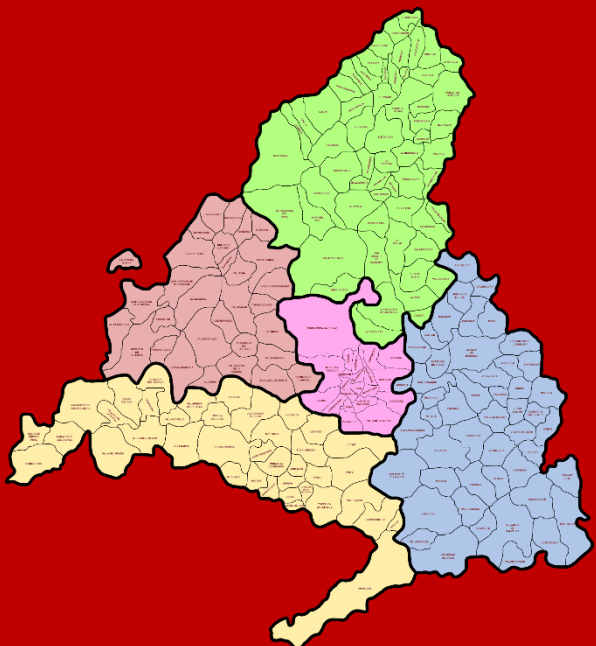
**Comunidad
de Madrid**

WELCOME
to Madrid

LA Program

2019-20

- Collaborate with one or two schools
- 16 hours/week
- From M to Th, or from Tu to Fri.





MOOC

(Massive Online Open Course)

The MOOC is for all new Language Assistants.

- ✗ Aim: to guide the classroom practice.
- ✗ Mandatory for a position renewal application.
- ✗ Participants must do to elaborate a Final Project.
- ✗ Main purpose of the Final Project: to create shared resources for the Language Assistants and teachers working in Madrid's English-Spanish public schools.
- ✗ The MOOC final deadline is on January 25th, 2020.

ABSENCES FROM SCHOOL

- ✗ **4 JUSTIFIED** absences/school year allowed (inform as soon as possible to the bilingual coordinator);
- ✗ Justification validated by Principal;
- ✗ **Non Justified absences** and from the 5th justified, will be deducted from stipend, included week ends and festivities (33.33

TWO APPLICATIONS (MANDATORY):

- A. INTERNAL (By the school, in AuxMadrid)
- B. EXTERNAL (by the LA, at the National Organism depending on nationality)
Nationality Organism Web site

British BC
<https://www.britishcouncil.org/>

NON-EU Profex
<http://www.educacionyfp.gob.es/>

auxMadrid

Log in your AuxMadrid space to:

- ✗ Change your personal data (Passport)
- ✗ Check school information;
- ✗ Read notifications from

HEALTH INSURANCE

EU COUNTRIES: TSE

(European Health Card)

Emergencies: 061

NON EU COUNTRIES:

www.cigna.es

Tel no: 91 418 40 40

Emergency: 911 79 14 87