



CHINESE LANGUAGE ASSISTANTS IN SPAIN (ENGLISH LANGUAGE) SCHOOL YEAR: 2024-2025

The Spanish Ministry of Education, Vocational Training and Sport has just announced the opening of the application period for positions of **language assistants for English** from Mainland China, Hong Kong SAR and Macau SAR in schools in Spain for the 2024-2025 school year.

1. Information

Language assistants, who must be native-like speakers of English, help in primary and secondary schools as well as language schools in Spain to bolster language programmes, under the supervision and guidance of teachers in Spain.

Placements are offered across Spain, in practically every region in the country, **except for Aragon, Navarra, La Rioja, Ceuta and Melilla**. There are **two different lengths** for the placements: one of them runs from October 1, 2024 to May 31, 2025 (June 31 in Madrid) and the other from January 1, 2024 to May 31, 2025 (June 31 in Madrid). Candidates will have to specify which of the two intakes they are interested in in their letter of **intent**. Depending on the assigned region, language assistants receive a monthly stipend of 800 to 1000 euros and medical insurance from either the Ministry of Education, Vocational Training and Sport of Spain or the regional governments of Spain. Hours of assistant teaching range from 14 to 16 hours per week also depending on the assignment awarded.

Participants are advised to have a basic level of Spanish to use in everyday life in Spain although this is not a specific requirement. However, please keep in mind that in the classroom you should only be speaking in English (even if you have excellent language skills in Spanish). This is essential to the program and the main reason that you are granted a position.

Further information about this programme - sponsored by the Spanish Ministry of Education, Vocational Training and Sport - can be found on the following website:
<https://www.educacionyfp.gob.es/china/convocatorias-y-programas/convocatorias-china/auxiliares-conversacion.html>



2. Programme eligibility

The following requirements must be met in order to participate in the programme:

- Candidates must be from Mainland China, Hong Kong SAR or Macau SAR.
- Have a Bachelor's degree or be enrolled in the final year of a Bachelor's degree.
- Be a native-like speaker of English (advanced level = C1).
- Pass an online interview in English to prove their proficiency in this language.
- Be in good physical and mental health.
- Have a valid passport until the date of the last day of your participation in the programme (May 31, 2025, except for Madrid, which is June 30, 2025)
- Have a clean criminal record.

3. Application process

The application period will be open **until April 5, 2024**.

Applications are processed and reviewed on the online portal PROFEX 2, run by the Ministry of Education, Vocational Training and Sport of Spain and applicants must submit their applications electronically on the PROFEX 2.0 portal by the April deadline. Candidates must follow the following steps:

1. [Sign up on Sede and Profex 2.0](#)
2. [Application handbook for new language assistants](#)

The following documents **should be uploaded to PROFEX 2.0 and they must not be sent via ordinary mail**.

1. Last year university applicants: A copy of the university school transcript - which should include school years, subjects and grades
2. Graduate candidates: a copy of the Bachelor's degree diploma.
3. A copy of each of the documents cited to justify any of the merits in section 4 of this document.
4. A letter of intent about 300-word long signed by the applicant and written in English setting forth the reasons to apply to this programme and explaining why they would make a good candidate. Applicants will also have to specify whether they prefer to joining the program on October 1, 2024 or January 1, 2025.
5. In the case of applicants who are still at university, a recent reference letter about the candidate signed by one or more professors of the institution where they are enrolled. If the applicant is already working, the letter could also be signed by their boss or supervisor. In either case, this document should include the contact information of the



signatory and the letterhead of the institution or company involved. These reference letters **should not be dated earlier than September 2023**.

6. A copy of the main page of a valid passport. It must be valid until at least the end of the assignment as a language assistant, June 30, 2025.

All the documents in Chinese which need to be uploaded to PROFEX 2 must be paired with a translation into Spanish which does not need to have been made by an official translator. If these documents are not translated, they will be disregarded.

Candidates are advised to carefully read the instructions. All the data can be modified for as long as the status of the application is in the status of **Borrador**. Once the applicant has verified that the application has been completed properly, it is necessary to click on **Presentar solicitud**. After this step, the application will change its status into **En revision**, the final step of the application process.

It is now time to e-mail the document generated by PROFEX 2.0 to the Spanish Education Office in China at consejeria.cn@educacion.gob.es . The application will not be valid unless this pdf document is submitted.

Applicants are advised to provide valid e-mail and postal addresses during their application process through PROFEX 2.0, as these will be used to notify them in the event of being shortlisted. During the application process, it is recommended that candidates check their mail inbox as well as their PROFEX 2 account on a regular basis so as to get updates on the status of their applications.

Those candidates who are eventually selected will have 3 days to either accept or decline a placement offer on PROFEX 2

4. Priority criteria

The following criteria will be taken into consideration when processing applications:

- **Bachelor's degrees related to languages or education.**
- **Certified proof of advanced level of English (equivalent to at least C1).**
- **Knowledge of Spanish.**
- Official diplomas in Spanish, such as the DELE.
- Knowledge of other languages.
- Teaching experience
- Courses related to language teaching



EMBAJADA
DE ESPAÑA
EN CHINA



- Studies or stays abroad
- Work experience with Spanish institutions or companies based in Mainland China, Hong Kong SAR or Macau SAR.
- Participation in courses or activities organized by the Education Office of the Embassy of Spain in China or the Instituto Cervantes

5. E-mail for enquiries

Should you have any queries, do not hesitate to contact consejeria.cn@educacion.gob.es