

SPANISH LANGUAGE AND CULTURE ASSISTANTS

A QUICK GUIDE FOR SCHOOLS



THEIR ROLE

To help teachers bring Spanish language and culture into the classroom. Their role is different from a regular teaching assistant or classroom aid.

MENTOR

The school needs to appoint a mentor. Somebody who will have the time and willingness to help the assistant throughout the school year and particularly during the first weeks of their stay.



NOT READY YET

- To be left alone with the students.
- To be a substitute teacher.
- To be responsible for the discipline and supervision of students.
- To grade their work.

CLASSROOM OBSERVATION

It is recommended that assistants observe classes conducted by other teachers to understand their responsibilities.



SCHEDULE

Between 16 to 20 hours maximum per week, 4 days a week with either Mondays or Fridays off. Same holidays as the students.

EAGER TO LEARN

Ready to absorb information on : teaching methods, students' language proficiency levels, and the kind of activities and initiatives expected of them.



INTEGRATION IN SCHOOL LIFE

Keen to participate fully in the social life of the school community, to take part in clubs and to go on field trips.



COMMUNICATION

Collaboration and communication among teachers, administrators, and the assistant are crucial for program success.

