





TRAINEESHIP PROPOSAL – INCOMING STUDENTS

<b>Name</b>	UNIVERSIDAD DE ALICANTE
<b>Department / service / centre</b>	Departamento de Traducción e Interpretación / Department of Translation and Interpreting Studies
<b>Position title</b>	English language assistant
<b>Duration</b>	3 months minimum (end of February-end of May) / mid-February – mid-June (4 months)
<b>Location</b>	Campus San Vicente, Carretera de San Vicente s/n, 03690 San Vicente del Raspeig, Alicante, Spain
<b>Starting date</b>	Mid-February / end-of February (depending on duration) (To be agreed)
<b>Working hours</b>	20-25 hours per week
<b>Logistical support</b>	- No salary; the student is expected to have an Erasmus+ scholarship or other financial support from his/her home university. -The department will provide a workstation for the student.
<b>Short description of the UA</b>	The University of Alicante (UA) is located in Alicante, Spain. It has about 29 000 students and 3500 administration, faculty and service staff. It is organized in seven faculties (Faculty of Arts, Faculty of Education, Faculty of Economics and Business, Faculty of Science, Faculty of Law, Faculty of Health Sciences and Polytechnic School). More information: <a href="http://www.ua.es">www.ua.es</a>
<b>Short description of the department</b>	The Department of Translation and Interpreting Studies at the University of Alicante aims to provide assistance to and ensure the quality of teaching and research in this particular field.  Our teaching activities mainly focus on the undergraduate degree, master and doctoral programmes in Translation and Interpreting. The undergraduate degree in Translation and Interpreting offered by the University of Alicante gives students the chance to specialize in three main languages: English, French and German. It also offers the possibility of taking a third foreign language, to be chosen among Arabic, Italian, Romanian, Chinese and Polish; Russian is also offered but taught by a different department. Courses offered include: Introduction to translation, Specialised translation (Legal, Technical-Scientific, Economic and Financial, Literary and Audiovisual), Interpreting (Liaison, Consecutive and Simultaneous), Terminology and Documentary Tools for Translators. The masters programme



	<p>focuses in institutional translation. The doctoral programme was set up to conduct innovative research in the metatheoretical, humanistic, technical, linguistic and interpreting fields of study.</p> <p>Find more at: <a href="https://dti.ua.es/es/">https://dti.ua.es/es/</a></p>
<b>Main responsibilities and tasks</b>	<p><b>Main duties expected from intern student:</b></p> <ul style="list-style-type: none"><li>• Contribute to the delivery of interpreting and translation modules within the BA in Translation and Interpretation, primarily liaison interpretation and translation into English.</li><li>• Contribute to the delivery of language skills modules by organising and holding conversation sessions with BA students, creating teaching materials and holding grammar clinics, and supporting lecturers in extracurricular activities aimed at improving students' competence in English and knowledge of the British/Irish culture.</li><li>• Liaise with colleagues in the English section of the department to make sure that the learning outcomes of each module in which the student is involved are met</li><li>• Proof-reading and updating the English version of the department's website.</li><li>• Contribute to the update of the BITRA (Bibliography in Interpreting and Translation) database.</li><li>• Contribute to any Translation and/or Interpreting research project or group as approved by the Department.</li><li>• Contribute in the organizational activities for the department's online master programme.</li><li>• Participate and help with the planning of conferences and seminars held in the department, if needed</li></ul> <p><b>In return for the performance of his/her duties, and on top of the Erasmus+ Scholarship, intern student:</b></p> <ul style="list-style-type: none"><li>• Can attend section meetings.</li><li>• Can attend classes in the BA Translation and Interpreting as unregistered students (prior approval by coordinator and lecturers required).</li></ul> <p>Can use university facilities (sports centre, library, etc.).</p>



<b>Person profile</b> (studies, languages, computer skills, etc.)	Native or near-native level of English, intermediate-advanced level of Spanish, background in Translation/Interpreting Studies or Modern Languages, IT literate.
<b>Application procedure</b>	<ul style="list-style-type: none"><li>- Send your CV together with a cover letter describing why you would like to take this internship at the UA</li><li>- Supply the names and contact details of 2 referees (teachers, employers, etc.) who can be contacted by the UA</li><li>- Skype interview is required</li><li>- Applications should be sent by e-mail to <a href="mailto:practicasacogida@ua.es">practicasacogida@ua.es</a> by 31<sup>st</sup> May 2018</li><li>- In case of any further questions, please do not hesitate to get in touch and send your enquiries to Dr. Juan M. Ortega at <a href="mailto:juanmiguel.ortega@ua.es">juanmiguel.ortega@ua.es</a></li></ul>
<b>Proposal validated by the responsible of the department / service / centre</b>	
<b>Name:</b> Javier Franco Aixelá <b>position:</b> Head of the Department	 
<b>Signature</b>	
<b>Date:</b> 5 <sup>th</sup> March 2018	