



# 1 PEDAGOGICAL ADVISOR (M/F/D) FOR THE SECONDARY CYCLE – ENGLISH- AND GERMAN-SPEAKING (40 HOURS/WEEK – FULL TIME)

Ref. 2022-04-SEC-PED ADV

## Job description

### Mission :

An English- and German-speaking pedagogical advisor is recruited for the start of the school year 2022-2023 (01/09/2022) in the Secondary cycle of the European School Luxembourg I.

### Profile :

- The candidate is holder of a teaching qualification related to the function.
- Professional experience in a similar function will be considered an asset.
- The candidate will be fluent in English and German (minimum C1 level).
- Knowledge of any other language will be considered an asset.
- The candidate will have previous experience as a pedagogical advisor in Secondary.
- The candidate will be motivated to work in a team together with the other pedagogical advisors and teachers of the secondary cycle.
- The candidate will be willing to acquire the necessary knowledge for the effective use of the European Schools' specific software.
- The candidate will have knowledge of the European School system and be motivated to work in a multilingual and multicultural environment.
- The candidate will have a strong sense of responsibility and an impeccable personal presentation.
- The candidate has to be a EU citizen or be in possession of an authorisation to work in the Grand Duchy of Luxembourg at the time of application.

### We offer :

- **A 2-year contract (CDD), renewable as of 01/09/2022** in accordance with the Service regulations for the locally recruited teachers in the European Schools: (<https://www.eursec.eu/fr/Office/official-texts/basic-texts/en> under "Service Regulations for Locally recruited teachers in the European Schools - 2016-05-D-11-en-8" <https://www.eursec.eu/BasicTexts/2016-05-D-11-en-8.pdf> );
- **40 hours per week;**
- **Gross salary: 5,705.20 € per month** (142,63€ for every weekly hour as pedagogical advisor in Secondary).
- **Removal costs (art. 37):** “ A locally recruited teacher recruited for a minimum period of one year and a contract providing a minimum of 16 hours/periods per week shall, as provided in Article 59 and Article 62 of the Regulations for Seconded Staff Members of the European

Schools, been entitled to reimbursement of the expenses caused by the removal to the place of the school unless the contract ends within the first 12 months due to circumstances lying in the responsibility of the locally recruited teacher.. (...)”.

- **Installation allowance (art. 37bis):** “A locally recruited teacher recruited for a minimum period of one year and a contract providing a minimum of 16 hours/periods per week who furnishes evidence of having been obliged to change his/her place of residence and of having actually settled at his/her place of employment in order to comply with Article 27 of these Service Regulations shall be entitled: (a) to an installation allowance (...)”.

**Recrutement procedure :**

- All applications have to be uploaded exclusively via the recruitment portal of the European School Luxembourg I – Kirchberg. (<https://www.euroschool.lu/vacancies>) at the latest by **Sunday 24<sup>th</sup> April, 2022** to the attention of

Mr Martin WEDEL  
Director of the European School Luxembourg I

indicating the reference **2022-04-SEC-PED ADV** in the motivation letter.

- A letter of motivation, a detailed curriculum vitae (if possible in "Europass" format), a copy of the study diploma and an extract from the criminal record (bulletin 3 and 5 for Luxembourg or equivalent for other countries) dated less than 3 months, and, if applicable, a valid authorisation to work in the Grand Duchy of Luxembourg for non-EU nationals, must be attached to the application. **All documents uploaded must be in .PDF format!**
- Incomplete applications, sent by post, by e-mail or after the deadline will not be taken into account.
- No reply will be given to candidates before the end of the procedure.
- **Those interested in this position who do not have the required profile are kindly requested to refrain from applying.**
- **Interviews are scheduled the week of May 1<sup>st</sup> 2022.**

Detailed information about our school and the European Schools in general can be found on the website of the European School Luxembourg I [www.euroschool.lu](http://www.euroschool.lu) respectively on the website of the European Schools [www.eursec.eu](http://www.eursec.eu) .

Please note that all personal data will be stored electronically, while respecting privacy laws. Candidates who object to this are kindly requested to inform us. You can consult our [Privacy Statement](#) online.

Requests for additional information will be handled between April 20<sup>th</sup> and 22<sup>nd</sup>, midday, and have to be addressed to the following email address [katja.kons@eursec.eu](mailto:katja.kons@eursec.eu)