



**The European School of Brussels IV is looking for:**

An Educational Support Assistant – French

- +/- 15h per week

Primary Cycle

**The European Schools are an intergovernmental organisation providing multilingual, multicultural and multinational education**

The EEB4 is part of the European school system and provides education for children whose parents work for the European institutions. Our school community is made up of over 3000 pupils of 50 different nationalities and over 400 staff members from different countries. Pupils study in eight language sections: French, English, German, Italian, Dutch, Estonian, Bulgarian and Romanian. Located on a spacious campus in the north of Brussels, we offer innovative teaching programs that allow to achieve exceptional academic results. More information about European schools in general is available at [www.eurasc.eu](http://www.eurasc.eu).

**JOB DESCRIPTION**

- Assist pupils with specific needs in the primary cycle in their daily school routine
- Be involved in the special support given to the student and the monitoring of this support
- Work closely with the support coordinator, school psychologists and class teachers
- Inform the management team and families regularly of educational improvements of the child (ren) for whom you will be in charge.
- Participate in various school activities and meetings
- Assist teachers in planning, preparing and assisting children with specific needs during their class activities
- Monitor the work of children with specific needs and help them with additional explanations
- Prepare the teaching material for the child in charge
- Promote good behavior of the child in charge by using positive discipline techniques

**SKILLS AND COMPETENCIES**

- Valuing learner diversity - seeing learner difference as a resource and asset to education
- Supporting all learners - having high expectations for the achievements of all learners
- Knowledge of learning disorders and the support methodologies associated with each disorder
- Ongoing personal professional development
- Knowledge of how to promote an aligned approach to educational support
- Ability to maintain confidentiality.
- Ability to problem solve, make good judgments and decisions
- Ability to communicate effectively with a diverse group of colleagues, parents, families and community members
- Willingness to learn and continually update their knowledge



EUROPASKOLEN    EUROPÄISCHE SCHULE  
ΕΥΡΩΠΑΪΚΟ ΣΧΟΛΕΙΟ    EUROPEAN SCHOOL  
ESCUELA EUROPEA    ECOLE EUROPEENNE  
SCUOLA EUROPEA    EUROPESE SCHOOL  
ESCOLA EUROPEIA    EUROOPPA-KOULU  
EUROPASKOLAN    ЕВРОПЕЙСКО УЧИЛИЩЕ

## QUALIFICATIONS

- Degree or qualification appropriate to the position in the national system
- At least 2 years of proven experience in working with students with special educational needs
- Qualification and experience in the field of educational support, inclusive education, special educational needs will be considered an asset
- Excellent knowledge of French (C1-C2 level)
- Knowledge of one or more of the School's vehicular languages – EN - DE or another language of the School's existing language section will be considered an asset

## WE OFFER

We are offering contracts in accordance with the Service regulations for the administrative and ancillary staff (AAS) of the European Schools (Ref.: 2007-D-153-en-14) available on the EE website : [www.eurasc.eu](http://www.eurasc.eu) or by clicking [here](#)

- **Starting day** : As soon as possible after the end of the recruitment process
- **Schedule** : you will be supporting the pupil between Monday and Friday.
- **Type of contract** : a fixed-term contract until 31-08-2025 (with a possibility of a contract for the 2025-2026 school year) in accordance with the Service regulation for the administrative and ancillary staff.
- **Salary** : monthly gross salary of 3.841,59 € for a full-time of 37h30 hours per week with all the school holidays. The monthly gross salary will be calculated on a pro rata basis according to the exact number of hours worked and the starting date.
- **Location** : Brussels (Laken), Belgium

## INTERESTED ?

Please fill out the following form by clicking to : [this form](#) **AND** send the following requested documents in a **single PDF file** to [lae-recruitment@eurasc.eu](mailto:lae-recruitment@eurasc.eu)

Your application must contain (**in ONE single combined PDF File**) :

- Cover letter
- Curriculum Vitae in Europass format
- Copy of diploma(s)

The email subject **AND** the PDF File should mention the following reference:

→ 2024-42 SURNAME First name

**Applications that do not comply with the procedure will not be taken into consideration.**

**Deadline for sending applications: 03-01-2025**

Candidates selected for an interview will be required to present to the selection committee a certificate of good conduct (Type 2 – required for educational activity in Belgium or any other similar documents from another country of origin - "*Certificat de Bonnes Vies et Moeurs*").

Please note that all data will be kept electronically while respecting the Privacy Statement for the recruitment and appointment of locally recruited staff.