

LANGUAGE ASSISTANTS IN SPAIN GENERAL CONDITIONS OF THE PROGRAM

FUNCTIONS

Foreign language assistants will be assigned by the corresponding educational authorities to the educational centers where they will carry out their functions as oral skills practice assistants, under the direction of a mentor-teacher, Head of department, Bilingual Coordinator or similar. In many cases, assistants collaborate in non-linguistic subjects, taught in English, French, German, Italian or Portuguese.

GROUPS

There are two modalities in the program, according to the organization that finances the assistants:

- **Ministry Group** assistants, appointed and paid directly by the Ministry of Education, Vocational Training and Sports, which will send the corresponding Letter of Appointment.
- **Community Group** assistants, appointed and paid by an autonomous community, which will send the corresponding Letter of Appointment.

→ **It is very important that the assistant knows which group he or she belongs to.**

SCHEDULE AND CALENDAR

The schedule will be a minimum of 14 hours per week, which may increase up to 16 hours in some Autonomous Communities, with the corresponding financial compensation.

The minimum age to participate in the program is 18 years old and the maximum is 60 years old.

The school calendar for language assistants begins on October 1 and ends on May 31, except for Community quota assistants in Madrid, which continues until June 30.

WITHDRAWAL AND DISMISSAL

Important: If you do not join the position or resign, you will NOT be able to be assigned again during the same school year within the Program.

In case of withdrawal before the end of the program, the assistant must immediately notify it by e-mail to:

- Assistants in the **Ministry Group**: the address renuncias.auxminis@educacion.gob.es, and it to the program coordinator in the autonomous community or city indicating the exact date of termination.

- Assistants in the **Community Group**: You must write to the regional authorities, with a copy to the educational center.

FINANCIAL ASSISTANCE

The language assistants will receive, charged to the budgets of the Ministry of Education, Vocational Training and Sports or the Autonomous Community of destination, a monthly allowance, as aid for maintenance and accommodation in Spain, in the amount of 800 euros per month¹

It is important to keep in mind that the first payment may be delayed until December. Assistants must, therefore, ensure that they have the necessary financial coverage to face the first months. In any case, each month's payments will always be made in arrears.

HEALTH COVERAGE

Assistants from European Union countries must have the European Health Insurance Card, while assistants from the United Kingdom must have the Global Health Insurance Card (GHIC). These assistants will be able to access the services of the Spanish public health system.

The Ministry of Education, Vocational Training and Sports or the Autonomous Community of destination will take out an insurance policy with health coverage in the national territory, which includes repatriation and accident insurance for foreign language assistants from countries not belonging to the European Union or who do not have a European Health Insurance Card from their country of origin. Some communities provide private insurance to all assistants in their quota.

JOURNEY

Travel expenses to Spain and return to the country of origin are the responsibility of the selected candidates. Assistants may be invited to **Welcome days** in Spain at the beginning of the school year, organized by the Ministry of Education, Vocational Training and Sports and/or the Autonomous Community of destination.

¹ Variations on this allocation: See the document [Condiciones específicas por Comunidad Autónoma](#).