

Academic Exchange Office

address: ul. Willowa 2, 43-309 Bielsko-Biala, Poland
tel./ fax: +48 33 82 79 447, **tel.** +48 33 82 79 434, +48 33 82 79 356
e-mail: international@ath.bielsko.pl



University
of Bielsko-Biala



Erasmus+

Student Mobility Placement - SMP

Practical placement offer within Erasmus+ Programme University of Bielsko-Biala

Faculty	Faculty of Humanities and Social Sciences
Erasmus+ departmental coordinator (name, surname, phone, e-mail)	Barbara Loranc-Paszyk <bloranc@ath.edu.pl>
The internship's duration (from 2 till 12 months)	From 2 to 10 months (the period of the internship can be flexible)
Planned period of practical placement	From 15 September – to 30 June (day-month-year – day-month-year)
Student's Supervisor (name, surname, phone, e-mail)	Anita Jarczok ajarczok@ath.edu.pl
Detailed programme of the training period	<p>The programme is aimed at students of English at MA level and involves both administrative tasks and some PR related activities</p> <p>A student will actively participate in:</p> <ul style="list-style-type: none"> • Preparing conferences organised by the university • Helping with basic administrative tasks, • Updating the English version of the department website • Promoting positive public image of the department, • Engaging in activities aimed at attracting candidates for studying at the department
The effects of the education, knowledge and social skills	The student will gain experience in: administrative tasks, PR strategies, building and maintain the relations among international students. The student will develop communication skills.
Monitoring and evaluation plan	Institutional monthly reports and final report will be evaluated during the meeting with the student, Institutional Coordinator for Internships and Education Advisory, and Institutional Erasmus + Programme

	<p>Coordinator. The results and competences acquired during the internship will be also discussed with the Tutor from the host institution.</p>
--	---