

UNIVERSITE PAUL-VALERY – MONTPELLIER III FRANCE

U.F.R. 2

LLP-ERASMUS STUDENT PLACEMENT

This training could start in January for one semester (end of mobility: June 2013)

Number Choice of Erasmus Placement : 2011-12_LIB-DE006

DESCRIPTION OF THE INTERNSHIP

Occupation : *LIBRARIAN (Centre de Documentations Pédagogiques et Scientifiques)*

Location : Annexe Bibliothèque

Missions

Main activities :

- Attending to students and helping them complete their bibliographic researches
- Cataloguing

Secondary activities :

- Creation/updating of databases
- Communication (conferences, student fairs/salons)

Required skills

Main skills :

- Welcoming/attending to students
- Running a collection
- Organizational skills

Functional skills :

- The intern should have a good command of electronic resources

Linguistic skills :

- An excellent command of the English language is required.

Working environment

The library's opening hours will be compatible with the intern's personal schedule.

Maximum weekly working hours : 20.

The salary is defined by the intern's home university.

Duration of the internship : 3 months minimum and 10 months maximum.

The intern will be on priority list to obtain university accommodation (although, the accommodation will have to be paid by the intern).

The Deutch Department will be in charge of both follow-up and assessment.

The student must fill in the ErasmusPlacementApplicationFormi and send it by email to socrates@univ-montp3.fr.