

*Presentation pattern*    *October to September*

*Module description*

*Portales: beginners' Spanish* is the 30-point Level 1 key introductory module in Spanish. This module will give students the skills they need to speak and understand simple Spanish in everyday situations and is designed to enable students to achieve a level of language proficiency equivalent to level A2 of the Council of Europe Common European Framework of Reference for Languages. No previous knowledge of Spanish is required. Study resources include printed module books, audio CDs, a dedicated website and online activities, all of which support independent learning. Altogether, they'll give students not just language skills but a real feel for Hispanic cultures as well.

You will be teaching this module by a blended tuition of synchronous online conferencing, face-to-face tutorials and online forums. Tutorials you hold will be online using a voice and visual conferencing system. There is also normally some face-to-face tuition (or alternatively telephone tuition) depending on geographical location. The module also makes use of the University's Virtual Learning Environment (VLE). The VLE will be a mixture of interactive tools and activities, and additional audio and reading material as a learning support to the printed material. You will be expected to regularly support and tutor students on the VLE via an online tutor group forum.

*Person specification*

The person specification for this module should be read in conjunction with the [generic person specification](#) for an associate lecturer at The Open University.

As well as meeting all the requirements set out in the generic person specification, you should have:

- a degree or equivalent in Spanish or other relevant subject and be a native speaker or have near-native speaker competence in Spanish
- extensive teaching experience, preferably to adults
- commitment to communicative language teaching
- sensitivity to the particular problems of teaching and learning languages at a distance
- a broad understanding of Spanish-speaking countries, their societies and cultures
- sympathy with an approach that presents Spanish as a world language
- a willingness to develop students' intercultural awareness
- the ability to use information and communication technology for language teaching.

It would be an advantage to have:

- an appropriate teaching qualification
- experience of teaching at beginners' level.

*Additional information*

- Experience of using electronic forms of distance teaching and support would be useful but training will be provided
- Tutorials are arranged in the evening or at weekends. You are expected to be available by telephone or email between tutorials to help students with their difficulties
- Assignments will be submitted, marked and returned electronically
- You will need to have regular access to a computer that conforms to the specifications set out on the personal computing website for L194.

*Module related details - a full explanation can be found on the website*

Credits awarded to the student for the successful completion of a module:	30
Number of assignments submitted by the student:	4
Method of submission for assignments:	2
Level of ICT requirements:	2
Number of students likely to be in a standard group:	20
Salary band:	4
Estimated number of hours per teaching week:	3

*There may be opportunities for ALs to undertake associated assessment work for which there will be additional payment and about which you will be contacted separately if applicable.*