Erasmus Student Placement at the International Relations Office, University of the Basque Country SPAIN

### Employer Information

| Name of organization | University of the Basque Country  
Universidad del País Vasco/Euskal Herriko Unibertsitatea |
|-----------------------|------------------------------------------------------------|
| Address and post code | Vicerrectorado de Estudios de Posgrado y Relaciones Internacionales  
Paseo Arriola 2  
20018 Donostia-San Sebastián, SPAIN |
| Telephone             | +34 943015136 / +349435127 |
| Fax                   | +34 943018986 |
| E-mail                | amaia.sagarminaga@ehu.es |
| Website               | www.ehu.es/en |
| Short description of the university | The University of the Basque Country is a public, all-inclusive higher education and research institution. Rated among the 300-400 top universities in the world, we count 42,000 undergraduate and 3,000 postgraduate students. Our research and knowledge transfer activities gained us the 'Campus of International Excellence' label. Our staff goes up to 5,000 faculty members and over 1,500 administrative agents.  
Located in the wealthiest region of Spain, on the Atlantic Ocean and bordering France, the Basque Country offers unparalleled life standards: comfortable life with excellent transport-social-medical services; internationally renowned cuisine; spectacular landscape with over 100 km of sandy beaches and evergreen mountains; and extremely friendly (although somewhat reserved) local population. A little too much rain is about the only inconvenience of our almost picture-perfect region.  
The Campus is located 10 minute-walk from the beach and is easily accessible by bike from virtually anywhere in the city. |

### Contact Details

<table>
<thead>
<tr>
<th>Contact person for this placement</th>
<th>Amaya Sagarminaga, International Projects Officer</th>
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<tbody>
<tr>
<td>Department</td>
<td>International Relations Office Donostia-San Sebastián</td>
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<tr>
<td>Direct telephone number</td>
<td>+34 943015136 / +349435127</td>
</tr>
<tr>
<td>E-mail address</td>
<td><a href="mailto:amaia.sagarminaga@ehu.es">amaia.sagarminaga@ehu.es</a></td>
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**PLACEMENT INFORMATION**

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| Description of activities | - Collaborate in the design and implementation of team-building tools for our Buddy Programme  
                                - Collaborate in the design and implementation of long-term contact tools for international visitors at the University of the Basque Country  
                                - Collaborate in the design and improvement of social media use at the International office  
                                - Other tasks related to the improvement of marketing and external communication tools of the International Relations office. |
| Location | Donostia-San Sebastián, Spain |
| Duration | 3 months; extension of the placement to be discussed |
| Working hours per week | 25 hours/week |
| Accommodation (please select) | ✗ Accommodation will be provided  
                                ✗ We can assist with finding accommodation  
                                ☐ Student to make own arrangements |
| Other benefits supplied | The University of the Basque Country will provide fully financed Spanish and/or Basque courses (subject to dates and availability of the relevant level), comprehensive support for accommodation search. |

**COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS**

| Languages and level of competence required | Intermediate level of Spanish required  
                                Excellent command of English required |
| Computer skills and level of skills required | User level |
| Application procedure | Please submit your resume and cover letter to amaia.sagarminaga@ehu.es. A brief description of your main career interests and summary of your training period expectations will be valued.  
                                We would like to share our experience and knowledge so as to work & learn together with the trainee. We are looking for an inquisitive, proactive and flexible person; someone willing to explore, test and create new communication and management tools in close collaboration with our staff. We believe this collaboration can eventually lead to an interesting, reality-based final degree project in the field of marketing and external communication.  
                                Accounted worktime within the office leaves out useful or required reference reading and search for the consecution of the agreed goals of the training period. |
| Application deadline | Ongoing |