

**Demande**  
**Assistant de langue anglaise en France**  
**(English Language Assistant)**  
**septembre – juin**

**Trois postes** sont offerts dans le cadre d'un échange entre l'Université de Calgary et l'Université de Bourgogne. Un candidat sera choisi pour le poste situé à Dijon au Département d'anglais.

**Deux candidats seront choisi(e)s** pour le poste situé à Nevers, à l'Institut de l'Automobile et des Transports.

**Le dossier devra comprendre :**

- Une lettre de motivation \*
- Votre CV
- Une copie de votre dernier relevé de notes (« transcript ») universitaire. Une copie non-conforme sera acceptable.
- Deux attestations de qualification, remplies soit par des professeurs d'université, des autorités scolaires ou des personnalités connaissant le candidat. Vous retrouverez les formulaires « instructor/professor appraisal » ci-joints. Le candidat doit remplir le formulaire « reference request form » pour obtenir les attestations. Les références peuvent présenter les attestations directement au département, ou les donner aux candidats dans une enveloppe scellée et signée.

**Date Limite : le 30 mars 2021**

**Votre lettre de motivation doit être adressée ainsi :**

Le Comité de sélection, Assistant de langue anglaise  
School of Languages, Linguistics, Literatures and Cultures  
Craigie Hall D310  
University of Calgary  
Calgary, Alberta T2N 1N4

**Les dossiers de candidature et tous les documents requis doivent être envoyés par email à Mme Micheline Lee : [michlee@ucalgary.ca](mailto:michlee@ucalgary.ca)**

\* Par exemple, la lettre de motivation pourrait indiquer :

- pourquoi vous voulez être assistant en France ;
- si vous avez effectué un séjour de plus d'un mois à l'étranger avec une brève description de vos expérience(s) ;
- si vous avez déjà été assistant ou animateur avec une brève description de vos expériences d'encadrement auprès d'adultes ou d'enfants ;
- à quelle carrière vous vous destinez.

**Appraisal of Candidate**  
**for the position of English Language Assistant**  
**offered through an exchange program between the**  
**Université de Bourgogne (France) and**  
**the University of Calgary**

Applicant:			
<b>Appraisal of Candidate</b>			
<b>To be completed by a Professor or an Instructor</b>			
<b>FRENCH LANGUAGE SKILLS</b>			
Written French	Very good	Good	Fair
Spoken French	Very Good	Good	Fair
<b>ENGLISH LANGUAGE SKILLS</b>			
Ability to express him/herself clearly	Very good	Good	Average
Diction	Good	Average	Poor
Regional accent	None	Slight	Strong
<b>ABILITIES</b>			
Intellectual Skills	Very good	Good	Average
Ability to work in a team	Very good	Good	Average
Adaptability	Very good	Good	Average
Please provide any comments which may help the selection committee			
Appraiser's Name and Title			
Email and Telephone number			
Appraiser's Signature			
Date			

**Appraisal of Candidate  
for the position as English Language Assistant  
offered through an Exchange Program between the  
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**Reference Consent Form**

I, \_\_\_\_\_ request that \_\_\_\_\_ write a letter of reference or respond to a reference check on my behalf.

I understand that in order to write the letter of reference, \_\_\_\_\_ will need to comment on grades and personal characteristics relating to my academic performance and /or employment history.

I agree to this disclosure of my personal information:

Only to the following schools or potential employers

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To all requests for references

This consent will be effective for one year past the signature date.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If this form is not signed, a reference will not be provided.)

*This information is collected under the authority of the Freedom of Information and Protection of Privacy Act. It is required to respond to the request. If you have any questions about the collection or use of this information, contact the referee.*



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