

ERASMUS+ STUDENT TRAINEESHIP PLACEMENT

EMPLOYER INFORMATION	
Name of organisation	Putnu dārzs, pre-school (kindergarten)
Address inc post code	11 Balozu iela, Rīga, LV-1048
Telephone	+371 27812827
Fax	
E-mail	info@putnudarzs.eu
Website	http://putnudarzs.eu
Number of employees	Currently – 2, planned - 6
Short description of the company	<p>A new international pre-school educational establishment named “Putnu dārzs” started working on 10 January 2016. It offers a new concept of pre-school education. In addition to the pre-school education program of the Republic of Latvia, in the kindergarten we pay special attention to the learning of languages and intercultural studies. These skills are developed by means of the <i>Reggio Emilia</i> approach. “Putnu dārzs” provides children with comfortable and mutually pleasant everyday communication in Latvian, English, and Russian.</p> <p>The basic principles of the <i>Reggio Emilia</i> approach are based on the child-centred approach and sustainable thinking, where special importance is assigned to the development of mutual relationships, the environment, projects, documentation of the everyday progress of the child, and direct involvement of the parents in the life of the school.</p> <p>“Putnu dārzs” is attended by children from 18 months to 6 years of age. We offer both a full-time group with activities for children as well as a possibility to attend “Putnu dārzs” only for a couple of hours any time between 8:00 a.m. and 11:00 p.m. on weekdays and between 9:00 a.m. and 7:00 p.m. on Saturdays. We also offer classes of physical activities (therapeutic exercises, Biodance, Zumba) and language lessons (English, French, German, Italian, Spanish and Scandinavian) for adults after the end of the workday on weekdays.</p> <p>The aim of “Putnu dārzs” is to help parents develop their children into free and creative personalities with critical thinking skills. We value the role of the environment in the development of personality, eagerness to acquire knowledge, and determination.</p>

CONTACT DETAILS	
Contact person for this placement	Ireta Chekse
Department and designation / job title	Principle of the kindergarten
Direct telephone number	+371 27812827, +371 26352016
E-mail address	info@putnudarzs.eu
Application Procedure	
Department / Function	Preschool education
Description of activities	Main tasks will be to assist (documenting the learning process) the learning process, plan and organize appropriate lessons and playrooms for children. It will be consider beneficial to initiate your own lessons linked with your culture, traditions or interests (music, theatre e.t.c)
Location	the historical cultural Centre of Riga, Pārdaugava
Start Date	
Duration	3 – 12 month
Working hours per week	30 (minimum)
Accommodation (please select)	We provide help to find accommodation in Riga, help to deal with hosts in Latvian or Russian, if they are not able to communicate in English.
Details of financial and “in kind” support to be provided	

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Languages and level of competence required	Fluent English and any other language (both verbal and written skills)
Computer skills and level of skills required	Basic skills to be able to document the educational process (written, audio and video formats) and communicate with parents (email correspondence, communication with International organizations)
Drivers license	Not required

INFORMATION PROVIDED BY	
Name	Liene Salmina
Department / Function	Assistant of the Principal
E-mail address	liene.salmina@putnudarzs.eu
Phone number(s)	+371 27812827
Date	