

ESSTIN

Université Henri Poincaré — Nancy

The following is an outline of terms and conditions of employment, life in Nancy, and miscellaneous useful information.

1 – The teaching position

You are about to apply for a post of “*Maître de Langues*” (Assistant Lecturer). Positions of this sort are usually reserved for PhD students who have successfully completed their first doctoral year. This requirement may be waived for candidates with sufficient experience in appropriate areas. The post will be tenable from September 1, 2008 for a 12-month period with possible renewal for a further 12 months. Renewal is usually a mere formality. Applicants must be native speakers of English, have an MA in TEFL, Applied Linguistics or in another appropriate subject, and possess 2 years’ teaching experience with adults or at university level. As the position involves a large proportion of teacher liaison and dealing with large numbers of learners, previous experience in ELT administration is necessary, as well as a willingness to invest time and energy within the running of the department. The successful candidate will possess a good working knowledge of French.

Duties include:

- practical participation in current department research project
- curriculum development and course writing
- approximately 200 teaching hours over the academic year (around 7 hours per week)
- exam writing, invigilation and supervision
- teacher coordination
- various administrative duties

The gross monthly salary is 1895.69€ (around 1560€ net depending on status). Holidays include approximately 9 weeks annual leave.

The teaching team varies from 6 to 10 teachers, five of whom are full-time members of staff. They administer the Department and plan the curricula. An administrative assistant takes care of part of the typing and filing. All full-time members of the department have their own office space with an assigned PC with access to the Internet.

The Language Department has an interest in autonomous learning and language learning motivation. Research is done mainly in the latter area. The successful candidate will contribute to these activities and interface with project groups in other parts of the university.

A background of knowledge in the area of motivational psychology is not necessary. However, in view of the light teaching load and the key role in ELT coordination, candidates with an interest in motivational psychology will receive priority.

Driving licence useful.

2 – Living and working in Nancy

Nancy is located in the North-eastern region of France called Lorraine. The city could be described as being typically provincial: the population of “Greater” Nancy is around 350,000, of which 45,000 are students. There is a good public transport service, and shops and department stores are numerous. Most leisure activities are catered for and the night-life is above average for cities of this size: several cinemas (two of which specialise in foreign - viz English-speaking - films), good restaurants (the highest number per capita in France) and some interesting bars. Ski resorts in the Vosges are less than two hours away.

Rent is reasonable (as are electricity and gas expenses). A typical one/two-roomed flat in a fairly modern building can be rented unfurnished for around 420€ per month. Accommodation is not provided by the university, but help with finding temporary accommodation is available.

National Insurance and other contributions are deducted directly at source. The exception is income tax. Individuals are required to fill in and return forms declaring their yearly income during the month of April each year. The tax bill, roughly equivalent to around one month’s salary (single person), is subsequently paid directly to the revenue service.

National health insurance covers about 70% of the cost of medical care. It is advisable, therefore, to take out supplementary coverage with what is known as a *mutuelle*. A *mutuelle* will complete the sum paid back by the national-health scheme in such a way that around 95% of total medical expenses for a given intervention are reimbursed. This figure varies according to the insurance company. The *mutuelle* that university lecturers usually use is MGEN.

Finally, because it will take about 10 weeks for the newly-appointed lecturer to receive all appropriate employment and residency documents, he or she will be on “tourist” status during that period. For this reason, if you are arriving from another European country, it is best to obtain an E111 from your local social security office. This document covers you in case of sickness or accident. You should also have some survival money to tide you over that period while waiting for your first salary to come through.

3 – The College

In France, studying engineering involves going through a high-selection process. Admission to an engineering college, unlike most other colleges and faculties, is highly competitive. Last year, around 2500 candidates sat the ESSTIN entry examination for a freshman intake of 170 students. There is a total of 750 students studying at ESSTIN.

There are two types of engineering college, the independent and the university-affiliated. ESSTIN is of the latter type and is part of the Henri Poincaré University in Nancy. The college is located on a mini-campus that is separate from the main facility.

The drop-out rate in engineering colleges is low (around 7%, compared to around 45% in other university colleges). The curriculum at ESSTIN is five years long. During that period students have a tough, performance oriented timetable with thirty to thirty-five contact hours per week. English is mandatory during the first two years and optional for the following three. During the first two years, the EFL syllabus is geared towards TOEIC preparation, the following years are mainly spent working towards proficiency in EST skills or on various language modules.

4 – Your interview

The interview is a necessity. Short-listed candidates may be interviewed on line via Skype. Final-stage candidates may choose to be interviewed either in London or in Nancy in June 2008. The address of the venue will be made known to candidates who receive an invitation.

The University cannot reimburse travel and accommodation expenses.

5 – Administrative restrictions

- Unfortunately, if you have previously occupied a position of *Lecteur* or *Maitre de Langues* in a French university department, your application cannot be considered. Current ministerial practices prevent us from recruiting candidates who have occupied similar positions within the French university system.
- Under usual circumstances, the person who is offered this position has already started doctoral work in an appropriate field. Candidates who do not hold at least a Master's degree in an appropriate subject have little chance of being offered the position.
- This position is tailored to provide first experience for junior lecturers starting a career in universities. Consequently, candidates who have already been awarded a PhD run the risk of being turned down in favour of less qualified, but more relevant candidates.
- There are no restrictions as far as nationality is concerned. Non-EU applications are very welcome and even to be encouraged. The only requirement from this point of view is that you must be a native speaker of English.

6 – Questions?

If you need further information, please do not hesitate to contact:

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7 – Your application

Please submit your application in English via the on-line application procedure that you will find at:

<https://esstin.esstin.uhp-nancy.fr/surveyor/index.php?sid=91265&lang=en>

Please include a declaration of intent in the further information section of the form. Short-listed candidates will be given the opportunity to submit a detailed CV with photo at a later stage. Please do not include letters of reference or testimonials, transcripts, copies of diplomas or any other ancillary document. Candidates who reach the final stage of recruitment will be asked to provide such documents when these are needed. All candidates will be informed of the status of their application by the end of June.

The deadline for reception of the on-line application has been set at May 17, 2008.

8 – Further information

The following URLs may be of some use:

www.esstin.uhp-nancy.fr
www.uhp-nancy.fr
www.mgen.fr
www.fr.toeic.eu
www.ot-nancy.fr
www.tourismevosges.fr