



1 HOST ORGANIZATION

Name of organization	Istituto italiano di cultura di Vilnius			
Type of Organisation	Cultural Institute of Italian Ministry of Foreign Affairs in Lithuania			
Legal Status		X Public	Number of staff	3+5 teachers
Commercial Orientation		X Non profit	Number of learners (if applicable)	150
Address	Universiteto g. 4			
Postcode	LT-01122	City	VILNIUS	
Region	Vilnius Region			
Country	LITHUANIA			
Website	http://www.iicvilnius.esteri.it/IIC_Vilnius/Menu/Istituto/			

2 CONTACT PERSON

The contact details of the person who will supervise the Grundtvig Assistant (if their application is successful)

Title	MR	Gender (m/f)	M
First name	DAVIDE		
Family name	SCALMANI		
Department (if applicable)			
Position	DIRECTOR		
Address	UNIVERSITETO GATVE 4		
Postcode	LT 01122	City	VILNIUS
Region	VILNIAUS	Country	LITUANIA
Telephone 1	+37052614568	Telephone 2	
Mobile		Fax	+37052616490
E-mail	iicvilnius@esteri.it		

3 ORGANIZATION PROFILE

Please provided a detailed overview of activities your organisation provides to its adult learners

Italian language courses; Italian official language certification and exams.
Courses on specific subjects in Italian: art, history, literature, law, trade, etc.

4 MOTIVATION TO HOST A GRUNDTVIG ASSISTANT

Please give your reasons on why you would like to host an assistant

The assistant will bring more diversity to our staff ensuring the enrichment of our learning and working environment through his specific competence and culture.

5 GRUNDTVIG ASSISTANT PROFILE

Please indicate your preferences regarding the profile of the Grundtvig Assistant (i.e. duration/dates of stay, experience, language, skills, fields of work, subject taught)

Duration: 1st October 2013 -- 31 December 2013

Experience: previous professional experience in cultural Institutions

Language: native Italian; proficient in English; Lithuanian will be a plus.

Team work integration skills; problem solving ability; time management skills; oral and written communication competence;

6 POSSIBLE TASKS FOR A GRUNDTVIG ASSISTANT

Please indicate your preferences regarding the profile of the Grundtvig Assistant (i.e. duration/dates of stay, experience, language, skills, field of work, subjects taught)

1. Training: assistant teaching. Italian language focused on two main language courses: a) Italian language for Lawyers and b) Italian language for Enterprises.
2. Planning of events: Seminars on Italian system of Justice and Italian Constitutional Law.
3. Consulting: Info point about Educational system of Italy and general information about opportunities to study in Italy

Please email completed Profiles to assistentigrundtvig@indire.it