

Erasmus Student Work Placement in the UK

EMPLOYER INFORMATION	
Name of organisation	Anglo European College of Chiropractic (AECC)
Address inc post code	Anglo-European College of Chiropractic 13-15 Parkwood Road Bournemouth Dorset BH5 2DF United Kingdom
Telephone	01202 436200 (Main reception)
Fax	
E-mail	aecc@aecc.ac.uk (Main)
Website	www.aecc.ac.uk
Number of employees	147
Short description of the company	<p>The Anglo-European College of Chiropractic (AECC) enjoys a global reputation as a leader in musculoskeletal healthcare.</p> <p>We strive to contribute to a healthier society through education, research and clinical care. Based in the gorgeous seaside town of Bournemouth, we are a small, friendly campus delivering a high quality student experience.</p>
CONTACT DETAILS	
Contact person for this placement	Lisa King
Department and designation / job title	Marketing – Head of Marketing
Direct telephone number	01202 436501

E-mail address	lking@aecc.ac.uk
Application Procedure	
Who to apply to (including contact details)	In writing, (letter or email)
Deadline for applications	1 st May 2013
Application process	Following your letter/email, you will be sent a job description and application guidelines.
Other	

Please provide as much information on the placement as possible – too much information is better than not enough!

PLACEMENT INFORMATION	
Department / Function	Marketing intern
Description of activities	<p>In this role you will provide valuable administrative support to a small and very dynamic team and will be comfortable carrying out routine tasks individually and as part of the team. There will also be the opportunity to carry out specific projects for the right person.</p> <p>A confident communicator, you will be happy to liaise with corporate suppliers, customers, prospective students and parents as well as schools and colleges. You will need to use your creativity to help with marketing, PR and fundraising communications and activities.</p>
Location	Bournemouth, Dorset, UK
Start Date	20/5/13
Duration	1 year
Working hours per week	08.45 – 17.00 Monday to Friday (1 hour lunch break)
Accommodation (please select)	<input type="checkbox"/> Accommodation will be provided <input checked="" type="checkbox"/> We can assist with finding accommodation <input checked="" type="checkbox"/> Student to make own arrangements
Details of financial and “in kind” support to be provided	This is an unpaid position, but lunch will be provide Monday - Friday

Other	
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COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	A good level of English is required in order to communicate effectively with members of the public and prospective students
Computer skills and level of skills required	Basic computer skill in Microsoft office are essential
Drivers license	Not compulsory
Other	

INFORMATION PROVIDED BY

Name	Lisa King
Department / Function	Marketing – Head of Marketing
E-mail address	lking@aecc.ac.uk
Phone number(s)	01202 436501
Date	29/11/12

Please return this form by email to erasmus@britishcouncil.org