

**CGU Stella for Staff 2024**  
*Professional Mobility Programme for Services Staff*

**PLACEMENT OFFER ANAH03**

**INFORMATION OF THE HOST UNIVERSITY**

<b>Name of institution</b>	Anahuac Xalapa University.
<b>Address</b>	Circuito Arco Sur s/n Col. Lomas Verdes 91098 Xalapa, Veracruz (Mexico).
<b>Telephone</b>	+52 1 55 2666 6202.
<b>Web</b>	<a href="https://veracruz.anahuac.mx/licenciaturas/campus-xalapa">https://veracruz.anahuac.mx/licenciaturas/campus-xalapa</a> .
<b>Short description</b>	At the Universidad Anáhuac Veracruz campus Xalapa, we form leaders of positive action who transform society. Its mission is to enhance the human condition of men and women from Mexico and the world, through comprehensive education.

**INFORMATION OF THE PLACEMENT OFFER**

<b>Department</b>	Psychopedagogical department.
<b>Description of activities</b>	<ul style="list-style-type: none"> <li>• Assist in the orientation for students in academic difficulties. Provide counseling to students.</li> <li>• Exchange of ideas and best practices.</li> <li>• Take part in activities from the psychopedagogical department.</li> </ul>
<b>Working languages</b>	Spanish/English.
<b>Working place</b>	Psychopedagogical department.
<b>Mobility period</b>	To be agreed with the candidate.
<b>Length</b>	15 working days.
<b>Daily working hours</b>	8 hours.
<b>Accommodation</b>	Free. Accommodation with a member of the Psychopedagogical department during the 15 days of the programme + one day before and one day after the working period.
<b>No. of placements</b>	1.

**CURRICULAR PROFILE OF THE CANDIDATE**

<b>Academic title</b>	Degree.
<b>Required experience</b>	Be part of the psychopedagogical/psychology department at your home institution.
<b>Required skills</b>	<ul style="list-style-type: none"> <li>• Listening skills.</li> <li>• Fluent communication.</li> <li>• Team working.</li> <li>• Office packaged.</li> </ul>