

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER ANAH04

INFORMATION OF THE HOST UNIVERSITY

Name of institution	Anahuac Xalapa University.
Address	Circuito Arco Sur s/n Col. Lomas Verdes 91098 Xalapa, Veracruz (Mexico).
Telephone	+52 (228) 819-1515.
Web	https://www.anahuac.mx/veracruz/xalapa .
Short description	At the Universidad Anáhuac Veracruz, we train positive action leaders who transform society. Our 2025 Educational Model of comprehensive training seeks the harmonious development of the different personal facets of students: intellectual, professional, human, spiritual and social.

INFORMATION OF THE PLACEMENT OFFER

Department	Faculty of Psychology.
Description of activities	<ul style="list-style-type: none"> • Providing assistance to students and teachers of the Faculty of Psychology. • Working on the Catholic-Christian metamodel of the person with the Divine Mercy. • University Planification of courses at the bachelor's, master's or diploma levels.
Working languages	Spanish and English.
Working place	Faculty of Psychology academic department at Anahuac Xalapa University. Address: Circuito, Arco Sur s/n, Lomas Verdes, 91098 Xalapa-Enríquez, Ver.
Mobility period	To be agreed with the candidate.
Length	15 working days.
Daily working hours	4 hours.
Accommodation	The candidate will be staying with a host family that will provide a place to sleep, running water, electricity and internet connection (15 to 20 minutes away from the workplace by car, 45 minutes by public transportation).
No. of placements	1.

CURRICULAR PROFILE OF THE CANDIDATE

Academic title	Degree in psychology, education or Psychopedagogy.
Required experience	<ul style="list-style-type: none"> • Experience working with young adults and professors. • Experience at administrative work.
Required skills	The professional who would eventually be in charge of the different

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activities required by the Faculty of Psychology would need to cover the majority of the following skills:

- Patience.
- Resilience.
- Empathy Academic.
- Background related to psychology Fundamentals of Microsoft Office.
- High sense of responsibility.