

# Talketika

## Speakers Talketika

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## **WHO IS THE TALKETIKA SPEAKER?**

The Talketika speaker is a native person or one that is fluent in a foreign language. They should show an interest in languages, having conversations or giving language classes to the Talketika clients that require them.

The classes or conversations can be via webcam or one to one. Tk also offers other services that can be of interest for the speakers (on line courses, group classes etc or form part of the Talketika staff).

The speaker is free to choose which of our Talketika services are of interest to them in terms of availability, location, teaching methods and if the student is suitable with their experience and interest.

The selection process of a Talketika Speaker is totally personalized. We will select the employment relationship most convenient for everyone.

Once a speaker is selected, Talketika will prepare their profile according to the speaker's requirements and conditions which they have already established.

Talketika will promote the services of our speakers within our client network.

Talketika will promote the language services of their speakers among their network of clients and Talketika users. Talketika can then consult the profiles of our speakers, their availability and valuations on previous meetings.

## PROFILE, APTITUDE AND AVAILABILITY OF OUR SPEAKER

The selection of our speakers is based essentially on the study of their profiles, aptitudes, reliability and availability.

We want to offer our Talketika clients the maximum quality and provide them with a variety of speakers in their preferred hours, preferred profiles and languages.

We are interested in people that:

- They have a passion for languages and teaching
- They believe in the Talketika Project
- Reliable, committed and available during the hours submitted on their profile
- They possess good communication skills
- They have hobbies, passions, and are fun and interesting

The education level and diplomas are not essential.

The age and the social class are not a barrier in order to be a speaker.

## SELECTION PROCESS AND FORMATION

A proactive search will develop in our network, universities, affiliations, internet, announcements, web advertisements, flyers etc.

In the case that we are interested in the profile of a speaker, Talketika will propose to them it's business contact.

If the speaker accepts, we will update our database with the conditions and for the services that they have agreed upon.

Talketika will provide a few general instructions and basic formation in order to integrate the speaker. This will allow them to feel comfortable and to support them in "a know how approach" to make teaching fun, instructive and entertaining.

For the speakers that do not have professional experience but are interested in our project, we can provide an information service to enable the speakers to learn techniques to assist them.

The evaluation and selection of speakers will also be dependent on the client evaluations about the speakers.

Our objective is to work with the best speakers.

## REMUNERATION PACKAGE FOR TALKETIKA SPEAKERS

The remuneration of our speakers is established according to the prices fixed by the speaker and the offers obtained to the speaker by Talketika.

Talketika will propose to their clients packs of 10,20 or 50 hours.

The sessions can be 30 minutes, 1hour, 1h30 or 2 hours in duration depending on what has been agreed between the speaker and the client.

The speaker will receive the remuneration monthly once the relevant document has been submitted at the end of the month which lists the completed classes. This document is named Speakers Layout and is facilitated by Talketika to all of the speakers.

Every offer and speaker has their particularities. Talketika will try to adapt itself in the best possible way to meet requirements and profiles of their clients and speakers.

## WHY BE A TALKETIKA SPEAKER?

1. You can earn money if you know a language and have free time;
2. You can collaborate with TK from anywhere in the world and if you are a good collaborator you can work when you want.
3. You are a member of the team and participate in a 'project' with tangible benefits for being involved;
4. You benefit from the TK material to use in your classes.

## MONITORING QUALITY AND EFFICIENCY OF THE SPEAKER

- We want our speakers to offer the best service in the sector;
- The clients to be satisfied and enthusiastic about the price paid and the service received.
- The client can put their opinions and comments on the internet and receive answers to their questions, suggestions or more information if necessary.
- The speaker will receive a rating from the client based on their techniques and teaching methods. All speakers will have access to their statistics.
- The opinions and ratings of each speaker is a key element for Talketika.
- Quality and objectives that are related to the speaker will be monitored.
- Feedback is given about every speaker on a point system, to enable us to see his results, opinions, grade of satisfaction, and evaluation.
- Talketika will periodically review each speakers ratings and review the opinions, satisfaction and evaluation from the client.

As a result Talketika and the speaker will decide if the speaker continues within the organisation.

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## REQUIREMENTS OF A TALKETIKA SPEAKER

- To respect the rules and values of Talketika (code of conduct);
- To be trustworthy and commit to your availability;
- To be fluent in the language which the sessions are conducted.