

Dear colleagues,

Greetings from the Universidad Complutense de Madrid!

We are pleased to inform you that we will host our **II International Staff Week 2023 (ISW)** on **October 16- 20, 2023**.

This event will gather a group of administrative staff from different countries (European and Non-EU countries) with the aim of taking part in a dynamic BIP (Blended Intensive Programme) program composed of training, workshops, group events, tours, presentations, fun activities, and, of course, time to connect and network. Please find attached our preliminary programme. We welcome staff from all areas who show interest in knowing more about sustainability, diversity, digitalisation, skills, etc. with an international vision.

There are **30 places available** for our partners.

Please find below some practical information that will be completed with further details in the upcoming weeks:

When?

16 to 20 October 2023

Who?

Colleagues from partner universities (Europe and non-EU partners)

Where?

Universidad Complutense de Madrid, Madrid, Spain ([location](#))

What for?

Find a preliminary program in the attachment.

How to apply?

Please fill in an [online application](#) form to apply.

Cost:

Note that participants are expected to cover their costs of travel and accommodation by themselves and to make the necessary travel arrangements and reservations. The programme of the ISW is free of charge and meals mentioned in the programme are included.

You can find the preliminary programme in the following link: https://drive.google.com/drive/folders/1JljkxtP1LaKbqe6qmO1E667d8lkerWcu?usp=drive_link

Check out our previous Staff Week at the following link: <https://www.ucm.es/istw22>

In case of questions, remarks, or other issues, please do not hesitate to contact us through the following email address: pid@ucm.es.

We are looking forward to receiving your nomination(s) and to welcoming your staff to the UCM in October!

Kind regards,

Oficina de Relaciones Internacionales

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