

Dear Parnters,

The Universitat Rovira i Virgili warmly invites you to its International Staff Week on Internationalisation to be held June 25th to 28th, 2019.

Our International Staff Week this year will provide participants with the opportunity to learn and discuss around the different models and functions of international offices. Some of the questions that we will attempt to answer are: What services must an international office offer? Do we market them within our institutions? Do we communicate transparently about what we offer? How can we improve our communication and marketing, and thus our internationalisation? How can we manage our international office more effectively? Is our office focused only towards the outside of the institution? What about the inside?

This International Staff Week will join three distinctive but intertwined events:

- **International staff week on internationalisation**: the management and structure of an international office, communication and marketing of internationalisation, internationalisation at home and internationalisation of staff. Yes, we know that it is crazy to fit in all of this content in only 4 days, but we love crazy! And we promise that it will be both FUN and a true learning experience.
- **BOOST Project training week** for our friends in Armenia (for more information: <http://boost.aspu.am>)
- **SUCTI Project Final Conference** (for more information: www.suctiproject.com)

The URV ISW will take place in Tarragona from 25 to 28 June, 2019. [Take a look at our website!](#)

Application deadline: **May 15**. Please click here for the [online application form](#)
After the deadline, a selection will take place and results will be announced by May 23, 2019.

Up to 30 participants will be admitted, with a maximum of 2 attendees per institution, though priority will be given to 1 per institution.

We hope to see you in Tarragona!
Do not hesitate to write if you have any questions!

All the best,

Centre Internacional
Universitat Rovira i Virgili

A/e: mobility@urv.cat
Tel.: 977 25 7875

Campus Sescelades
Avinguda Països Catalans, 17 - 19
43007 - Tarragona

www.urv.cat

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