

Dear colleagues,

This year we are implementing again an activity regarding our role as host institution for International non-teaching higher education staff. Instead of welcoming our visitors individually throughout the year, we will organize a one-week training group.

We shall welcome non-teaching staff from our partner Higher Education Institutions (HEI) in the week of 4th-8th May 2020. A limit of three staff per institution has been established to guarantee participation of a more diverse range of HEI.

We are not only expecting from our visitors to come eager to learn from us but we are encouraging them to join us in the spirit of learning sharing and knowledge exchange. According to this spirit, during our International Staff Training Week we will enjoy a session along which visiting staff will make a short presentation about one aspect from their expertise which may contribute to the learning of international attendees from different HEI. In this way we do hope for the learning experience during the week to be enhanced.

Registration for EXCHANGE! will be open till 15th April 2020. Initially, we plan to welcome a maximum of 15 participants. Applicants will be selected on a first come, first served basis once they have submitted their full application form. Please contact us to receive the application form.

Another Staff Training Weeks are held by our Vicerrectorate for Internationalization, see information here: https://internacional.ugr.es/pages/perfiles/pas/staff-training-week#_doku_xi_staff_training_week_7-11_may2018

Should you have any query regarding the EXCHANGE! event, do not hesitate to contact us at oriccps@ugr.es.

Looking forward to welcoming you in Granada,

Best regards.

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UNIVERSIDAD
DE GRANADA

EXCHANGE! INTERNATIONAL STAFF TRAINING WEEK

Share your ideas, exchange about your work practices!



Faculty of Political Sciences and Sociology, University of Granada, Spain, Granada, 4th-8th May 2020

4TH MAY

10:00am-11:00am. Training ice-breaker and welcome EXCHANGE (Let's meet at the Hall of the Faculty and then go together to classroom #13 -1st floor-)

Mariano Sánchez, Vice-Dean for Internationalisation and Economic Affairs / Dolores Gerez, Head of Administrative Staff / Lola Sánchez, Head Librarian / Susana Fernández, International Relations Officer

The University of Granada's and Faculty's Strategy for Internationalization

Mariano Sánchez, Vice-Dean for Internationalisation and Economic Affairs

11:00am-13:00pm. Our Internationalisation Office: Organization and activities. Agenda for this week.

Susana Fernández, Internationalisation Officer

Lunch: University's dining hall [Participants will have access to this dining hall every working day throughout the week as far as they bring with them their passports]

5TH MAY

10:00am-10:30am. Guided tour of the Faculty's Library (Let's meet at the Hall of the Faculty)

11:00am-1:00pm: (Classroom #13) **Exchange Session I: Presentations by visiting Staff about their home Universities**

1:00pm-2:00pm: Guided visit to Monastery of San Jerónimo (4€)

6TH MAY

10:00am-12:00pm: (Classroom #13) **Exchange Session II: Presentations by visiting Staff about their home Universities**

1:00pm-2:00pm: Guided tour of the University of Granada's Central Library

7TH MAY

10:00am- 12:00pm. Final meeting: debate and evaluation (Classroom #13). **Closing remarks and handover of Certificates of Attendance**

1:00pm-2:00pm. Visit to the University's Welcome Centre

8TH MAY. VISIT TO THE ALHAMBRA