

**Jana Klenerová - FW: UM\_INT: UMinho INTernational Week 2020**

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Hezké odpoledne, posílám pro informaci. GK

>>> SRI - UMinho <sri@sri.uminho.pt> 19.11.2019 12:36 >>>

Dear Partners and Colleagues,

Greetings from the University of Minho, Portugal!

The UMinho is very pleased to announce its UM\_INT: UMinho INTernational Week, which will be held between **11-14 May 2020**.

This week is specifically designed for *administrative staff* and will focus on current features related to the practical issues within the International Cooperation sphere. Along the week, participants will have the opportunity to attend several sessions, seminars and workshops and actively participate in the programme through the presentation of selected topics. The programme will provide an intercultural learning experience through diverse networking moments, creating the ideal atmosphere for the exchange of know-how and best practices between the participants as well as interact with staff from the University of Minho. This International Staff Training Week is open to administrative staff from the following different areas:

- International Relations Office
- Academic Services
- Development Office
- Documentation Services
- Finance and Property
- Teaching Support Office

Each specific area will offer different paths in terms of seminars/workshops. Each participant can only choose one specific area from the ones stated above.

The week will also comprehend a social programme that includes cultural visits of the surrounding monuments.

For more information on the programme for each different track, please visit <http://staffmobility.eu/staff-week-search>.

The compulsory staff week registration fee is 150 EUR (non-refundable after payment) and includes: Useful kit; lunches and coffee-breaks; cultural visits; tour to the University facilities and infrastructures; and networking dinner on Tuesday.

To participate, please submit your application [here](#), the latest until **January 31<sup>st</sup> 2020**. The selection results will be launched shortly after the application deadlines and applicants will be informed individually by e-mail.

The list of accommodation options as well as other relevant useful information will be sent to all participants after the selection process is concluded.

We look forward to receiving your application!

Yours sincerely,  
The International Relations Office

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