



MOBILITY PROGRAMS FOR INCOMING STAFF OF UNIVERSITIES

1.- MOBILITY FOR TEACHING.

ERASMUS PROGRAM

OTHER PROGRAMS

CONDITIONS OF PARTICIPATION

DURATION.

PROCEDURE

2.- MOBILITY FOR TRAINING

ERASMUS PROGRAM

OTHER PROGRAMS.

CONDITIONS OF PARTICIPATION

DURATION

PROCEDURE.

1.- MOBILITY FOR TEACHING.

The strategy of internationalization of the University of Seville specifies a series of objectives and a set guidelines to achieve them.

We can say that internationalization is essentially the diffusion and communication of knowledge that is created in a University Institution, which allows its opening and enrichment thanks to the discovery and contact with other cultures.

Internationalization at the University of Seville is considered a global transversal strategy that affects all of its activities and all of its agents.

Internationalization can therefore be understood as a tool in which all members of a university community should be involved, including students, professors, researchers, and administration and services personnel.

Undoubtedly, one of the objectives is to increase the recognition, visibility and international position of the Universities.

Among the key lines of transversal action of the University of Seville for internationalization is:

- The enhancement of the International Mobility of all members of the University Community.
- Fostering skills in intercultural contexts and language management.

Among its objectives we will highlight the desire to increase, in quantitative terms, both the reception and the issuance of students, teachers and researchers and administration and services personnel, as well as the improvement and ease of the conditions of the different modalities of International Mobility .

For more detailed information you can consult the:

[Strategic Plan of Internationalization of the University of Seville](#)

The activity contained in the Programs of Personnel Mobility for Teaching allows the Teaching Staff of a University, Institution of Higher Education, or personnel of Companies to give classes.

As per prior agreement, teaching may take place in any area of knowledge or in any academic discipline.

The practice of skills in other languages and the exchange of experiences between the participants and the host University allows the promotion of inter-culturality.

In addition, networking will be encouraged, which may make it possible to increase collaboration at any level in the short, medium or long term (including the implementation of possible Conventions, Interinstitutional Agreements, etc.) between the Participant's home institutions and host institutions.

ERASMUS PROGRAM

The Erasmus program, an essential mobility tool in Europe, dates back to 1987.

With the Bologna Declaration of 1999, a convergence process was initiated in the framework of Higher Education, which will affect most of the countries of the continent.

This process will lead to the European Higher Education Area, E.E.E.S., in which the University of Seville is fully inserted as of 2010.

Currently, the Erasmus Plus Program in the field of Higher Education covers four fundamental programs.

- Student Mobility for Study
- Student Mobility for Practice
- Staff Mobility for Teaching
- Mobility of Training Staff

Mobility of Staff for Current Training can now participate in the Erasmus Mobility Program for Teaching staff members of the 33 Erasmus countries (28 Member States of the European Union + 5 countries included in the program - Action KA 103), as well as the partner countries , Under Action KA.107.

For more information, see the Erasmus Program Guide, in its most up-to-date edition of 10/26/2016.

OTHER PROGRAMS

In the case of Other Programs for Teaching other than the Erasmus Program, for the members of University Communities of the countries mentioned above or for members of the University Communities of countries that are not included (neither as holders nor as associates) in the Program Erasmus, but whose Institutions of origin are in the following circumstances.

- Have signed an Interinstitutional Mobility Agreement with the University of Seville.
- A Framework Agreement signed between its University of Origin and the University of Seville is in force.
- Propose a proposal for the future signing of the Interinstitutional Agreement or Framework Agreement.

In all these cases, the application for participation in the Mobility for Teaching Program must be directed to a specific Center / Faculty / School, among those that are part of the University of Seville.

CONDITIONS OF PARTICIPATION:

Staff members from other Universities may choose to participate in a Teaching Program at the University of Seville.

In order to participate in the Erasmus Personnel Program for Teaching, one of the preconditions must be that the University of origin must have signed the European Charter for Erasmus (ECHE), if it belongs to a country that is the holder of the Erasmus program, and have signed an Inter-institutional Agreement of Mobility.

The participant can address his or her request to the University of Seville given that it is sent sufficiently in advance and that they belong to one of the following organizations:

- An Institution of Higher Education of a Master Program of an Erasmus Charter of Higher Education.
- A Higher Education Institution of an associated country recognized by the competent authorities, which has signed an Inter institutional Agreement with the University of Seville.
- Any public or private organization of any country of the Erasmus Program active in the Labor Market or in the fields of education, training or youth.

These organizations may include:

- Public or private companies (including Social Enterprises).
- Public bodies at local, regional or national levels.
- Social partners or representatives of working life. (Chambers of Commerce, Artisan or Professional Associations, Trade Unions).
- Research institutes.
- Foundations.
- School, Preschool, Elementary or Secondary Schools, including Vocational and Adult Education.
- Non-profit organizations, associations or NGOs.
- Academic advisory bodies, vocational guidance or information services.

In the event that the participant is in a situation other than the previous ones and/or cannot benefit from the Erasmus Program of Personnel for Teaching, they could request to participate in a Program of Mobility for Personnel, Teaching, or a similar or equivalent program. The procedure, as outlined below, previously requires that the applicant outlines the conditions of the Program described by its Institution of origin, for its evaluation.

DURATION

The program may have a minimum duration of 2 days and a maximum of 2 months (excluding travel days). Priority will be given to those participants who wish to stay for a duration of one week.

For participants of countries in the Erasmus Program for Teaching, the minimum will be 3 days, while for the countries associated with the Program (KA 107) the minimum will be 5 days.

PROCEDURE.

To apply to participate in the Program, the procedure will be as follows:

Contact the Deputy Dean or Vice-Director, International Relations Officer at the University of Seville Center / Faculty / School for which the Teaching Program is projected, with a copy to the International Center of the U.S., enclosing the Work Plan or Teaching Project.

In the following link, you can find the emails of each and every one of the [Vicedecans Responsible for International Relations of the Centers/ Faculties / Schools](#) of the University of Seville.

At the same time you can communicate your request to the International Center.

Said Deputy Dean or Deputy Directorate will assess the possibility of accepting the participation of the applicant in said program based on the availability and suitability and interest for the University of Seville of the proposed teaching program or work plan.

In case of acceptance, the Deputy Dean or Vice-Director corresponding to the program will arrange the participant's teaching program.

This must include 8 hours of weekly teaching. In case the program is carried out for a period of less than or greater than one week (Monday to Friday), the teaching hours must keep an equivalent proportion.

2.- MOBILITY FOR TRAINING:

The strategy of Internationalization of the University of Seville specifies a series of objectives and a set of lines of action to achieve them.

We can say that internationalization is, in essence, the diffusion and communication of knowledge that is created in a University Institution, which allows its opening and enrichment thanks to the discovery and contact with other cultures.

Internationalization at the University of Seville is considered as a global and at the same time transversal strategy that affects all its activities and all its agents.

Internationalization can therefore be understood as a tool in which all members of a university community, students, professors and researchers, and administration and services personnel should be involved.

One of the objectives is undoubtedly to increase the recognition, visibility and international position of the Universities.

Among the key lines of transversal action of the University of Seville for internationalization is:

- The enhancement of International Mobility of all members of the University Community.
- Fostering skills in intercultural contexts and language management.

Among its objectives, we will highlight the desire to increase, in quantitative terms, both the reception and the issuance of students, teachers and researchers and administration and services personnel, as well as the improvement and ease of the conditions of the different modalities of International Mobility .

For more detailed information you can consult the: [Strategic Plan for the Internationalization of the University of Seville](#)

The activity contained in the Programs for the Mobility of Staff for Training allows the professional development of the Staff (both the Teacher and Researcher - PDI - as well as the Administration and Services - PAS) of a University, another Institution of Higher Education, or personal of companies, in the form of training actions (excluding lectures) and learning by observation.

At the same time it favors interculturality, the practice of skills in other languages, and the exchange of experiences between the participant and the host University staff.

On the other hand, networking will be encouraged, which may make it possible to increase collaboration at any level in the short, medium or long term (including the implementation of possible Conventions, Interinstitutional Agreements, etc.) between the Participant's home institutions And reception.

ERASMUS PROGRAM.

The Erasmus program, an essential mobility tool in the context of Europe, dates back to 1987.

Subsequently in 1999, with the Bologna Declaration, a convergence process was initiated in the framework of Higher Education, which will affect most of the countries of the continent.

This process leads to the European Higher Education Area, E.E.E.S., in which the University of Seville is fully inserted as of 2010.

Currently, the Erasmus Plus Program in the field of Higher Education covers four fundamental programs.

- Student Mobility for Study
- Student Mobility for Practice
- Staff Mobility for Teaching
- Mobility of Training Staff

In this Program, members of the Teaching and Research Staff, as well as of the Administration and Services Personnel may participate without distinction.

At present, the Erasmus Mobility Training Program is open to staff members from the 33 countries participating in the Erasmus Program (28 Member States of the European Union + 5 countries included in the program - Action KA 103), as well as the associated countries, Under Action KA.107.

For more information, see the Erasmus Program Guide, in its most up-to-date edition of 10/26/2016.

OTHER PROGRAMS.

In the case of Other Programs for Teaching other than the Erasmus Program, for the members of University Communities of the countries mentioned above or for members of the University Communities of countries that are not included (neither as holders nor as associates) in the Program Erasmus, but whose Institutions of origin are in the following circumstances.

- Have signed an Interinstitutional Mobility Agreement with the University of Seville.
- A Framework Agreement signed between its University of Origin and the University of Seville is in force.
- Submit a proposal for the future signing of the Interinstitutional Agreement or Framework Agreement.

INTERNATIONAL WEEK OF THE UNIVERSITY OF SEVILLA.

The University of Seville will also be able to organize the International Erasmus Training Staff Week. The next week will be celebrated in spring of 2017, with a maximum of 30 participants, whose conditions and requirements will be announced soon.

CONDITIONS OF PARTICIPATION.

To participate in an Erasmus Program of Training Personnel,

The participant (both in the case of Teaching and Research Staff, as well as in the Personnel of Administration and Services, that is to say, both PDI and PAS) may address their request to the International Center of the University of Seville sufficiently in advance and must belong to one of the following organizations:

- An Institution of Higher Education of a Master Program of an Erasmus Charter of Higher Education.
- A Higher Education Institution of an associated country recognized by the competent authorities that has signed an Interinstitutional Agreement with the University of Seville.
- Any public or private organization of any country in the Erasmus Program active in the Labor Market or in the fields of education, training or youth.

These organizations may include:

- Public or private companies (including Social Enterprises).
- Public bodies at local, regional or national level.
- Social partners or representatives of working life ((Chambers of Commerce, craft or professional associations, trade unions)
- Research institutes.
- Foundations.
- School, Preschool, Elementary or Secondary Schools, including Vocational and Adult Education.
- Non-profit organizations, associations or NGOs.
- Academic advisory bodies, vocational guidance or information services.

In the event that the participant is in a case other than the previous ones and / or is not eligible for the Erasmus Program of Training Personnel, he / she may request his / her participation under a Staff Training Mobility Program, similar or equivalent, addressing

the International Center of the University of Seville, and presenting its previously stated conditions of the Program called by its Institution of origin for its evaluation.

DURATION.

The program could have a minimum duration of 2 days and a maximum of 2 months (excluding travel days). Participation that lasts a week (5 working days) may be prioritized.

2.3. PROCESS

The procedure for participating in the Program would be as follows.

Send a duly completed work plan to the International Center of the University of Seville.

The Work Plan of the participant may propose a series of activities that, if accepted, will be coordinated by the University of Seville, depending on the possible availability.

The International Center will assess the possibility of accepting the participation of the applicant in said program based on the availability as well as the adequacy and interest for the University of Seville of the proposed program.