

Call for applications for Staff Mobilities under the Erasmus+ program KA 131-HED

JU International Relations Office announces a call for applications for **1-week (2-5 days)** Staff Mobilities for Teaching (STA) and Staff Mobilities for Training (STT) for Jagiellonian University staff members under the Erasmus+ Action KA 131- HED (*Mobility of HEI students and staff supported by internal policy funds*).

Under this Action of the Program, the candidate may apply for **one mobility** to institutions located in **EU Member States, Iceland, Liechtenstein, North Macedonia, Norway, Serbia and Turkey**. The amount of financial support is determined by the [daily grant rates](#) set for Poland by the European Commission.

- Staff Mobilities for Teaching (STA) are available for academic teachers;
- Staff Mobilities for Training (STT) are available for academic teachers, administrative staff members of central and faculty administration, technical staff members, librarians and language instructors.

The purpose of the Staff Mobility for Teaching is to conduct classes for students of the partner university (min. 8 hours of 45 minutes each), to monitor the course of studies undertaken by JU students at a foreign university and to learn about the implementation of the teaching process in one's field of specialization. Staff Mobility for Teaching can only be carried out at universities that have the Erasmus Charter for Higher Education (ECHE) valid in a given academic year and with which the candidates' home units have [signed inter-institutional agreements](#) providing for the exchange of academic teachers.

The purpose of the Staff Mobility for Training is to participate in a training aimed at improving qualifications related to the nature of one's work performed at the home university. Staff Mobilities for Training can only be carried out at institutions that have the [Erasmus Charter for Higher Education \(ECHE\)](#) valid in a given academic year.

Candidates are required to have a proper command of the language of instruction of the host university or English, to a degree that allows them to freely conduct teaching classes or participate in a training.

Mobilities may be carried out in the academic year 2023/2024 until September 30, 2024.

The call for applications is open from **September 18, 2023 to October 13, 2023 (3.30 p.m.)**. To qualify for a Staff Mobility, the staff member is required to:

- Complete and send the [Online Mobility Application Form](#) for teaching or training purposes.
- Upload the completed [Mobility Agreement-Staff Mobility for Teaching](#) or [Mobility Agreement-Staff Mobility for Training](#) as a PDF file in the Online Mobility Application Form. The Mobility Agreement has to specify the dates of the planned mobility and the mobility program, agreed with and signed by the mobility participant and the head of the participant's home JU unit.

NOTE!

- The Application Form should be completed only online.
- The Mobility Agreement, completed and signed, should be uploaded as a PDF file in the Online Mobility Application Form, of which it is an integral part.
- To access, complete and submit the Application Form, being logged into one's Jagiellonian University email account is required.
- Priority will be given to JU staff members who, at the application stage, submit the *Mobility Agreement-Staff Mobility for Teaching/Mobility Agreement-Staff Mobility for Training*, signed also by relevant representatives of the partner university or other confirmation of admission, e.g. an invitation letter, an e-mail with confirmation etc.
- It is the responsibility of the applicant to find and establish contact with as well as obtain initial confirmation from exchange coordinators or other staff members from foreign institutions. The JU IRO does not act as an intermediary in this process.

Incomplete or late documents will not be considered.

The call results will be announced in the second half of October 2023.

The candidates will be notified individually via e-mail about the results of the call for applications.

If the number of submissions exceeds the financial limits, a reserve list will be created.

Mobilities may be carried out from the moment of receiving the decision, in compliance with university-wide procedures related to the implementation of international mobilities, specified in the Ordinances and Announcements of the Jagiellonian University Authorities.

Before submitting your mobility application please read carefully the document: *Principles of qualification and mobility of staff members of the Jagiellonian University under the Erasmus + Program.*

For further information about the call please contact:

Dr eng. Izabela Zawiska
izabela.zawiska@uj.edu.pl
Phone: +48 12 663 3013

Jan Beszlej, MA
jan.beszlej@uj.edu.pl
tel.: 12 663 11 10