

## **ERASMUS for staff mobility – Staff Training**

Funding for Perth College UHI staff for training in Europe



Erasmus offers great opportunities for academic and administrative staff at Higher Education Institutions to teach or work elsewhere in one of the 30 other participating countries in Europe. Apply and receive full funding for your training period abroad.

Staff training is an option for all staff, and can involve **teaching and non-teaching staff**:

- going to another HEI which holds a standard EUC
- going to an enterprise

Within the broad objective of staff training this action encompasses three types of mobility:

1) Mobility of staff of a higher education institution going to an enterprise.

The purpose is to allow the beneficiaries to learn by transfer of knowledge or knowhow and to acquire practical skills. The activities can be very varied: language training, seminars, workshops, courses and conferences. These types of activities should not represent the majority of training days for staff participating in Erasmus staff training

Formal periods of practical training, short secondments, etc. should account for the majority of the activities carried out.

2) Mobility of administrative and other non-teaching staff from a higher education institution going to a partner higher education institution.

The purpose is to allow the beneficiaries to learn from the experiences and good practices of a partner institution and to improve the skills required for their current job. The main activity is a short stay in the partner institution that may include a short secondment period, job-shadowing scheme, study visit, etc.

3) Mobility of teaching staff in a higher education institution going to a partner institution for the purpose of receiving training.

As at 1) above the activities may include language training, seminars, workshops, courses and conferences. For each HEI these training activities should not represent the majority of training days for staff participating in Erasmus staff training Formal periods of practical training, short secondments, etc. should account for the majority of the activities carried out.

### **Selection of staff**

The selection of staff will be done on the basis of a "work plan" submitted by the applicant. The essential elements of the work plan should cover overall aims and objectives, expected results in terms of training or learning, activities to be carried out and, where possible, a detailed programme for the period abroad.

### **Eligibility criteria**

To be eligible, staff involved in staff training must be

- employed by an HEI holding an EUC and
- a national of a participating country or recognised by their country of residence as a refugee, stateless person or permanent resident

**Duration of training period**

The duration of the training period shall be from 5 working days to 6 weeks. Shorter stays abroad are allowed in exceptional cases where the other commitments of a member of staff make a longer stay impossible.

**Staff mobility grants**

Mobility grants for staff are provided as contributions towards subsistence and travel and are calculated on the basis of receipted expenditure.

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