**Erasmus+ Mobility Agreement**

**Staff Mobility For Training[[1]](#endnote-1)**

Planned period of the physical mobility: from *[day/month/year]* to *[day/month/year]*

Duration of physical mobility (days) – excluding travel days: ………………….

If applicable, planned period of the virtual component: from *[day/month/year]* to *[day/month/year]*

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) |  | First name (s) |  |
| Seniority[[2]](#endnote-2) |  | Nationality[[3]](#endnote-3) |  |
| Sex [*M/F/Undefined*] |  | Academic year | 20../20.. |
| E-mail |  | | |

**The Sending Institution**

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Faculty/Department |  |
| Erasmus code[[4]](#endnote-4)  (if applicable) |  |
| Address |  | Country/ Country code[[5]](#endnote-5) |  |
| Contact person  name and position |  | Contact person e-mail / phone |  |

**The Receiving Organisation**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | ISG - Instituto Superior de Gestão | | |
| Erasmus code  (if applicable) | **E10109866** | Faculty/Department  (if applicable) |  |
| Address | [R. Prof. Reinaldo dos Santos, 1500-552 Lisboa, Portugal](https://www.google.com/maps/place/data=!4m2!3m1!1s0xd1932911eb84d23:0xd67b89e739c3faf3?sa=X&ved=1t:8290&ictx=111) | Country/ Country code |  |
| Contact person, name and position |  | Contact person e-mail / phone |  |
| Type of organisation: |  | Size of organisation  (if applicable) | <250 employees  ≥250 employees |

#### For guidelines, please look at the end notes on page 3.

#### **Section to be completed BEFORE THE MOBILITY**

#### **I. PROPOSED MOBILITY PROGRAMME**

Language of training: …English

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| **Overall objectives of the mobility:**   * To enhance the professional development of university staff through the exchange of best practices in crisis management and international mobility. * To foster collaboration and mutual learning among European higher education institutions involved in Erasmus+ mobility programs. * To develop innovative strategies and methodologies for addressing current and future challenges in the field of university internationalization. * To strengthen the capacity of participants to adapt Erasmus+ mobility to changing global circumstances, ensuring its resilience and sustainability. * To contribute to the creation of a European network of professionals committed to improving the quality and impact of Erasmus+ mobility initiatives. |
| **Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):** This mobility will contribute significantly to the modernisation and internationalisation goals of the institutions involved by strengthening institutional capacities in managing global challenges such as crisis response and adaptation in Erasmus+ mobility programs.  Through active collaboration and knowledge exchange with peer institutions, participants will gain practical insights and tools that can be directly applied to enhance the quality and resilience of international mobility programs.  The mobility promotes the development of a shared European approach to mobility management, encourages digital innovation, and supports the creation of inclusive, flexible, and future-oriented mobility schemes. |
| **Activities to be carried out (including the virtual component, if applicable):  17th of june: Understanding Crisis in Erasmus+ Mobilities**  9:00 AM - 9:30 AM Registration and Welcome Coffee  9:30 AM - 10:00 AM Opening Remarks - Ms. Teresa Damásio, CEO of Ensinus Group  10:00 AM - 10:30 AM Introductory Speech: 'The EU4EU International Programme - state of the art' (Dr. Francesca Romana Zotta, President EuGen)  10:30 AM - 11:00 AM Coffee Break  11:00 AM – 12:00 AM – Managing Mobility Programs During Wartime - Alexander Spivakovsky  1:00 PM - 2:30 PM Lunch Break  2:30 PM - 3:30 PM Crisis and Future Challenges in the European Union, Professor Jorge Botelho Moniz, Universidade Lusófona  or Professor Nuno Gama Pinto, ISG - Business and Economics School (tbc) **18th of june: Proactive Strategies for Crisis Management in Erasmus**+9:30 AM - 10:00 AM - Welcome Coffee  10:00 AM - 11:30 AM - Applied Framework for Crisis Prevention and Management - Professor Liliana Reis, Member of the  Portuguese Parliament (tbc)  11:30 AM - 11:45 AM - Coffee Break  11:45 AM - 1:00 PM -Session 2: Effective Crisis Communication, Professor Susana Rogeiro Nina, PhD Compared Politics,Universidade Lusófona  2:30 PM - 3:30 PM Learning from Past Crisis in Erasmus+ Mobilities, Mr. Gustavo Alva-Rosa, Head of Higher Education Unit ,Portuguese Erasmus+ Agency (tbc)  **19th of june: Continuous Improvement and Best Practices**  9:30 AM - 10:00 AM - Welcome Coffee  10:00 AM – 11:30 AM - Presentation of National Consortia: Italy, France and Spain, (National Coordinators)  11:30 AM - 11:45 AM - Coffee Break  11:45 AM – 13:00 AM - Round Table: Case Studies in Erasmus+ Crisis Management (EU4EU Consortia: Portugal, Italy,Spain, and France)  13:00 PM – 14:00 PM Lunch |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):**  The mobility is expected to have a significant impact on the professional development of the participating staff member by enhancing their competencies in crisis management, internationalisation strategy, and the coordination of Erasmus+ mobility programs. The interactive nature of the training will allow for skill-building in areas such as intercultural communication, digital tools for mobility, and strategic planning.  Furthermore, this experience will support the development of a more resilient and adaptive institutional framework, aligning with the long-term objectives of quality assurance, international outreach, and sustainable growth in higher education. |

**II. COMMITMENT OF THE THREE PARTIES**

By signing**[[6]](#endnote-6)** this document, the staff member, the sending institution and the receiving organisation confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share their experience, in particular its impact on their professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the beneficiary organisation commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving organisation will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

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| **The staff member**  Name:  Signature: Date: |

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| **The sending institution**  Name of the responsible person:  Signature: Date: |

|  |
| --- |
| **The receiving organisation**  Name of the responsible person:  Signature: Date: |

1. Adaptations of this template:

   In case the mobility combines teaching and training activities, **the** **mobility agreement for teaching template** should be used and adjusted to fit both activity types.

   In the case of mobility between higher education institutions (HEIs), this agreement must always be signed by the staff member, the sending and the receiving HEI (three signatures in total).

   In the case of incoming mobility of higher education staff to an organisation, this agreement must be signed by the participant, the beneficiary organisation, the sending HEI and the organisation receiving the staff member (four signatures in total). An additional space should be added for signature of the beneficiary organisation organising the mobility. [↑](#endnote-ref-1)
2. **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience). [↑](#endnote-ref-2)
3. **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport. [↑](#endnote-ref-3)
4. **Erasmus code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives. It is only applicable to higher education institutions located in EU Member States and third countries associated to the programme. [↑](#endnote-ref-4)
5. **Country code**: ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui> [↑](#endnote-ref-5)
6. Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the beneficiary institution (in the case of mobility with third coutnries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution. [↑](#endnote-ref-6)