

We are happy to inform you that **NOVA University of Lisbon – School of Social Sciences and Humanities (NOVA FCSH)** is going to organize Staff Week 2023 for the training of non-teaching staff, and it is going to take place **from 22nd to 26th May 2023**.

NOVA FCSH is located at the heart of Lisbon (*Avenida de Berna*), close to subway, gardens, services and cultural infrastructures, such as *Culturgest* and Calouste Gulbenkian Foundation.

This year, during the Staff Week, we would like you to share with us your experience and ideas about **integration of the international community** (students, teaching staff and researchers) at your HEI and **intercultural communication**.

The speaking language of FCSH Staff Week 2023 will be English.

The program will be sent to the selected candidates at a later stage.

The non-refundable participation fee is €100. We will send the details for the bank transfer once the participants are accepted. Participants are expected to cover their own travel and accommodation expenses through the Erasmus funds for staff mobility or otherwise.

The fee covers coffee breaks, lunches at the canteen of NOVA FCSH and a city walking tour.

If you would like to participate in the FCSH NOVA Staff Week 2023, please send email to welcome@fcs.unl.pt, until 31st March 2023, providing the following data:

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| Name and surname: | |
| Nationality: | |
| Name of HEI/University you work at: | |
| Country: | |
| Function/Job position: | |
| Department you work at: | |
| Confirm, if your position is related to mobility programmes (for example, dealing with ICM or Erasmus programmes on a daily basis): | |
| Motivation to participate in SW of FCSH NOVA: | |
| Email address: | |

If you decide to participate, you will have a chance to work in one of the sunniest capitals of Europe in sunny May.

Kind regards,

Anna Piekosz Guerreiro

Mobility Support Unit

Internationalisation, Culture and Regional Cooperation Division

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