

Participant:

« Euraxess initiatives for researchers: Sharing experiences to develop your practice »



ERASMUS STAFF TRAINING IN LIÈGE – BELGIUM
23 – 27 MARCH 2015
UNIVERSITY OF LIÈGE



PROGRAMME – GROUP 1 - EURAXESS

Meeting point : ULg, Place du 20 août, 7, B-4000 Liège

Room 1 : Salle des Professeurs - Room 2 : Salle de l'horloge

Room 3 : Salle du décanat PHL – Room 4 : A2/6/11 – Room 5 : B. Ernst Office

DAY 1 – 23 MARCH - OPENING SESSION (Room 1)	
9:00 – 9:30	Welcome of the participants – <i>Meeting point</i>
9:30 – 11:00	Opening session
Group A	Group B
11:30 – 12:00 Visit of the “Salle Académique”	11:30 – 14:00 Lunch
12:00 – 14:30 Lunch	14:00 – 14:30 Visit of the “Salle Académique”
14:30 – 16:30 Guided tour of the City of Liège	14:30 – 16:30 Guided tour of the City of Liège

DAY 2 – 24 MARCH – GETTING TO KNOW EURAXESS BETTER	
9:00 – 10:00	Ice breaker - <i>Room 2</i>
10:00 – 10:30	Hot Break - <i>Room 2</i>
Euraxess Services – Room 3	Euraxess Rights – Room 2
10:30 – 12:00 Workshop WS1 WS1 - Setting up a Euraxess local contact point - Practical tools and good practices	10:30 – 12:00 Workshop WS2 WS2 - Step-by-step development of the HR strategy for researchers (HRS4R)
12:00 – 13:30 Free lunch	12:00 – 13:30 Free lunch
13:30 – 15:00 Workshop WS3 WS3 - Welcoming and integrating mobile researchers	13:30 – 15:00 Workshop WS4 WS4 - HR strategy monitoring: Tools and good practices
15:00 – 15:30	Coffee Break – <i>Room 1</i>
15:30 – 17:00	Round up session – <i>Room 1</i> Presentation of the outcomes of the workshops in 4*180 sec

Participant:

DAY 3 – 25 MARCH – IMPROVING YOUR EURAXESS PRACTICE		
9:30 – 11:00	Communicating on Euraxess, C&C, HRS4R	
<i>Room 5</i>	<i>Room A2/6/11</i>	<i>Room 3</i>
C1 - Remote communication How to address Euraxess researchers from other cultures?	C2 - Internal communication How to communicate about change?	C3 - External communication How to address funders and stakeholders?
11:00 – 11:30	Coffee break – <i>Room 1</i>	
11:30 – 12:00	Round-up session – <i>Room 1</i> Presentation of the outcomes of the workshops using posters	
12:00 – 13:30	Free lunch	
13:30 – 15:30	Open forums in two rounds – <i>Room 1</i>	
OP1 – How to train supervisors	OP2 - How to assess progress and be prepared for the external HSR4R evaluation (step 5)	OP3 - How to refer to Euraxess and HRS4R results in H2020 MSCA proposals
OP4 - How to create a network of Euraxess end-users	OP5 - How to sensitize the researchers to the C&C	OP6 - How to develop innovative outreach activities
11:00 – 11:30	Coffee break	
15:30 – 17:00	Round up session Presentation of the outcomes of the workshops in 6*180 sec	

DAY 4 – 26 MARCH – OPEN ACCESS CASE STUDIES (<i>Campus of Gembloux Agro-Bio Tech</i>)	
8:30	Meeting before departure – <i>Meeting point.</i>
8:45	Departure by bus
10:00	Arrival and Welcome – <i>salle des Conseils, Gembloux</i>
10:30 – 12:00	Case Study 1 Gembloux Euraxess Contact point : Experience and practice
12:00 – 12:30	Visit of the campus
12:30 – 14:00	Networking lunch
14:00 – 15:30	Case study 2 Tools for enhancing the development of the researcher's project and career
16:00	Return to Liège
18:00	Social evening (optional)

DAY 5 – 27 MARCH – CLOSURE SESSION (<i>Room 1</i>)	
9:30 – 11:00	Case study 3 Sharing experiences on family friendliness
11:00 – 11:15	Distribution of the Attendance Certificates to participants
11:15 – 12:30	Debriefing of the week and Closure of the Staff Week Edition 2015
12:30 – 14:00	Goodbye sandwiches

Participant: