



**SEA-EU STAFF WEEK**

<b>Name of the session</b>	Joint research and innovation management staff week
<b>Hosting Institution</b>	University of Split
<b>Starting –ending date of the training</b>	17-19 March 2020
<b>Language</b>	English
<b>Profile of expected participants (at least precise if teaching staff, supporting staff, student) / prerequisite</b>	Supporting staff of the Project, Research and Technology transfer Office
<b>Maximum number of participants</b>	15 (3 per university : 1 from project office + 1 transfer technology office + 1 research office)
<b>Contact person for details:</b>	Ivana Jadrić, ivana.jadric@unist.hr
<b>Contact person for application :</b>	Ivana Jadrić, ivana.jadric@unist.hr
<b>Application Deadline :</b>	15 February 2020
<b>General objectives of the week</b>	<ul style="list-style-type: none"> <li>• Sharing the everyday work activities from all partner institutions related to research, projects and innovation</li> <li>• analysis of inputs for creating a virtual platform and communication channel for Virtual Research and Project Office and Virtual Technology Transfer Office.</li> <li>• Creation of platform for new joint projects</li> <li>• Mapping of job shadowings</li> <li>• Drafting the case studies and operating procedures for SOP manual</li> </ul>
<b>Schedule of the training session</b>	<p>Day 1: presentation of project office, research and technology transfer activities by each university (3 presentations per university)</p> <p>Day 2: design thinking workshop, brainstorming as a platform for identifying joint opportunities</p> <p>Day 3: presentations of the joint opportunities, group reports</p>





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<b>Other information to share with applicants (expectations, ...)</b>	<ul style="list-style-type: none"><li>• If TTOs are not an integral part of the university but external companies are involved in these activities, it is recommended that a liason at the university is present at the staff week. If it's not possible than the arrival of a representative of such a company may be funded by UNIST through Erasmus.</li><li>• Detail programme and the application form will be published during the January 2020 at the web site: <a href="http://sea-eu.org">sea-eu.org</a></li></ul>
<b>Selection procedure</b>	The ideal option is for each university to be attended by one person who is an expert in the field of: projects, research and technology transfer.

If you are interested to join this staff week, please contact:

- the people in charge of the event in the Hosting Institution or fill the form
- the people in charge of mobility within your Own institution in order to apply to an Erasmus mobility grant.

