

Staff Week

General information

Hosting Institution:	UALG
Staff Week Title	Erasmus Staff Week for Librarians – “Think and develop our libraries”
Abstract: (few lines describing the staff week that SEA-EU partners can use for dissemination)	This staff week is specifically aimed at information and documentation professionals (libraries, archives, documentation centers). It aims to be a space for sharing experiences and good practices that allows professionals to learn about other realities, reflect on their reality and find opportunities to improve their services. It will cover topics such as document processing, user service, training, repository management, open access, scientific dissemination, data management, cultural extension, editing, archiving, etc.
Application details and deadline	Please register before April 30th at the end of the day. Online registration form: https://forms.office.com/e/8cs5ZGVYH8 (if not working, please copy – paste in your browser)
Dates of the staff week	From <u>June 17th to 21th 2024</u>
Number of participants	Each SEA-EU 2.0 university can propose up to 3 participants.
Mobility costs	SEA-EU Budget / KA1
Contact	Mrs. Salomé Horta – Director of the Library (biblioteca@ualg.pt) Mrs. Marleni Azevedo – Head of International Relations Office & SEA-EU 2.0 Technical Manager Officer (international@ualg.pt)

Contents

Target group / Expected profile of participants	Will be giving preference to the technical staff and expert on Librarian matter.
Requirements	English B1

Agenda

17-06-2024 | Day 1: at the Gambelas' Library

10:00 – Registration of participants
 10:30 - Welcome session (Director of the Library, Head of International Mobility Office)
 10:45 - Brief presentation of the region (Algarve)
 11:15 – Coffee-break (hosted by UAlg)
 11:45 – Brief presentation of the University of Algarve
 12:00 - Visit to Gambelas Campus Library
 12:30 – Lunch (hosted by UAlg)
 14:15 – Introduction of the participants and their libraries.

18-06-2024 | Day 2: at the Penha's Library

10:00 – Visit to Penha Campus Library
 10:45 – Presentation of Communication, Training and Culture Extension Services
 11:15 – Coffee-break (hosted by UAlg)
 11:45 – Presentation of Acquisitions and Cataloguing Services
 12:30 – Lunch (hosted by UAlg)
 15:30 – Tour to the historical center of Faro (historical facts and places)
 16:30 – Coffee-break and free afternoon
 20:00 – Group dinner (hosted by UAlg)

19-06-2024 | Faro Center

10:00 – Meeting point in Faro center
 11:00 – Visit to a public library of Vila Real de Santo António
 12:30 – Free Lunch (own expenses)
 14:30 – Tour to the historical center of Vila Real de Santo António

20-06-2024 | Gambelas' Library

10:00 - Presentation of Scientific Diffusion and Edition Services
 10:30 - Coffee break (hosted by UAlg)
 11:00 - Presentation of General Archive Services
 11:30 - Visit to General Archive
 12:30 - Lunch (hosted by UAlg)
 14:30 - Visit to one scientific research and development center
 15:30 - Free time or visit to the Public Library of Faro

21-06-2024 | Gambelas' Library

10:00 - Summary, questions and answers, discussion and closing balance & closing session.

Practical information

Accommodation		A welcome pack will be sent to the registered participants.
Address of the course	University of Algarve, Portugal	To be confirm.

