SEA-EU Staff Week
"Connect, Collaborate, Create: Enhancing SEA-EU Research Offices Collaboration"

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General information

Hosting Institution	**University of Cádiz (UCA)**
Staff Week Title	**Connect, Collaborate, Create: Enhancing SEA-EU Research Offices Collaboration**
Abstract	This Staff Week aims to significantly boost collaboration among European Research Offices and Project Managers within the SEA-EU Alliance. The main goal is to leverage the valuable tools and resources that could be offered by the SEA-EU Joint Research Office.. This will empower us to collectively increase our participation in joint European projects, promote shared access to research expertise, infrastructure, and resources, and build a strong, collaborative network between researchers and partner universities.
Application details and deadline	**Interested in applying? Please contact your local SEA-EU Office** **Deadline for nomination** (by sending university): **July 31rst**
Dates of the staff week	**October 22-24, 2025**
Number of participants	Maximum 24 participants. **Each SEA-EU university can propose up to 3 participants.**
Mobility costs	Participation is free of charge. Travel expenses and accommodation can be covered through ERASMUS+ Staff Mobility (contact your home university International Office/SEA-EU Office for more information)
Contact	**Adela Catalina Popa Dusacovschi** European Research Projects' Manager at the University of Cádiz **adela.popa@uca.es**

Programme

Target group / Expected profile of participants	European Research Projects' managers working at European Research Offices or similar at SEA-EU partners institutions (priority will be given technical staff and/or to staff involved in the Joint Research Office)
Requirements	English B1
Agenda	**Meeting Point.** [Centro de Transferencia Empresarial "El Olivillo"](#), Avenida Duque de Nájera, 12 , 11002, Cádiz. **Day 1 - Wednesday, October 22** 9:00 Gathering at the meeting point 9:00-9:30 Registration 9:30-10:00 Opening Session- 'BEING SEA-EU' Conference 10:00-10:30 Plenary Session "Discovering the SEA-EU Community: SEA-EU opportunities for students, staff, professors and researchers", Fernando Pérez, General Director of the SEA-EU Alliance at UCA 10:30-11:30 Group photo & Coffee break 11:30-13:00 Getting to know each other (participants will introduce themselves detailing their roles at their home university and in the SEA-EU Alliance). 13:00-13:30 Presentation of SEA-EU Joint Research Office (JRO) 13:30-14:00 Presentation of the Research Potential Database and Shared Infrastructure Database for the SEA-EU Alliance 14:00 Lunch (provided) **Day 2 - Thursday, October 23** 9:00-9:30 Registration 9:30-10:30 Presentation of European Research Offices within SEA-EU alliance (Part 1) 10:30-11:30 Coffee break 11:30-13:00 Presentation of European Research Offices within SEA-EU alliance (Part 2) 13:00-14:00 How we can leverage the JRO capabilities to foster for submitting common European proposals **Day 3 - Friday, October 24** 9:00-9:30 Registration 9:30-10:30 Plenary Session "The Research Potential of the SEA-EU Alliance" 10:30-11:30 Coffee break

	11:30-12:30 Effective Consortium Building and Partner Search: Strategies for identifying, engaging, and managing the right partners for successful proposals 12:30-13:30 Experience in using IA in writing/management proposals 13:30-14:00 Wrap-Up & Closure

Practical information

Accommodation	Check this webpage where you can find useful information about transportation to Cádiz and accommodation: https://internacional.uca.es/plan-your-trip-to-cadiz/ Please take into account 'BEING SEA-EU' Conference, with over 300 participants, will take place in Cádiz at the same time so we recommend to book the accommodation as soon as possible
Venue/Location	Centro de Transferencia Empresarial "El Olivillo", Avenida Duque de Nájera, 12 , 11002, Cádiz