

Call for Applications – Erasmus+ Staff Mobility at University of Barcelona

Host institution: University of Barcelona (<https://www.ub.edu/web/portal/en/>)

Host country: Spain

Funding type: Erasmus+

Mobilities available: 1 staff mobility for training *and* 1 staff mobility for teaching

Specific eligibility requirements: Teaching mobility restricted to the Faculty of Law (Civil and Common Law sections).

Timeframe for mobility: Before June 30, 2023.

Deadline for applications: October 17, 2021

The purpose of this call is to grant 1 staff mobility opportunity for training *and* 1 staff mobility opportunity for teaching, each lasting 5 working days (+ 2 travel days), to be completed before June 30, 2023.

Notes for staff mobility applications:

- The teaching mobility is reserved for teaching staff from the Faculty of Law (Civil and Common Law sections).
- There is a minimum of 8 teaching hours per week required for teaching staff.
- The training mobility is open to all areas except Medicine.

ELIGIBILITY REQUIREMENTS

To participate in this call for mobility, applicants must meet the following requirements:

- For teaching staff: be actively employed by the University of Ottawa for teaching purposes within the **Faculty of Law** (Civil or Common Law section).
- For non-teaching (training) staff: be actively employed **full-time** at the University of Ottawa and have **completed the probationary period**.

FUNDING

Selected participants will receive **financial assistance** to cover maintenance costs during the mobility period as well as financial assistance to cover travel costs, as specified below:

1. Aid to cover **subsistence expenses:** This amount is set according to the country of destination and length of stay. The aid is divided by groups of countries, according to the approximate cost of living. For University of Barcelona, this equates to **160 EUR per day** for staff. The maximum funding period will be a maximum of 5 days (plus 2 travel days) for non-teaching (training) and teaching staff.

2. Aid to help cover **travel expenses**. The amount is calculated based on distance bands between the home and host universities. For a mobility between Ottawa and Barcelona, this amounts to **820 EUR**.

Note: In most cases, selected participants must purchase their flight themselves and will only be reimbursed by the host institution at the beginning of the mobility.

University of Barcelona shall pay the funding outlined above according to the terms agreed upon by the participant and University of Barcelona as host institution.

HOW TO APPLY

Applications must include:

For training staff

- **CV** in English
- **Letter of motivation** in French or English explaining how the mobility opportunity would benefit their current position at uOttawa as well as their personal and professional development. Any other information the applicant deems pertinent may also be included (i.e. additional skills, interests, vulnerable socio-economic status, etc.).
- **Letter of support** in English or French from immediate supervisor
- **Draft mobility plan** in English including the identification of a potential host department and possible activities, meetings, etc. to be done during the mobility stay. Please use the template, [Erasmus+ Mobility Plan – Training](#).

For teaching staff

- **CV** in English
- **Letter of motivation** in English or French explaining how the mobility opportunity would benefit their teaching and career at uOttawa as well as any desired outcomes. Any other information the applicant deems pertinent may also be included (i.e. additional skills, interests, vulnerable socio-economic status, etc.).
- **Letter of support** in English or French from Head of Department/School, Dean or Vice Dean
- **Proposed teaching plan** in English for activities to be completed, including the minimum 8 hours of teaching time. This does not have to be traditional teaching time; it could involve guest lectures, small group seminars or facilitating other teaching-related activities. Please use the template, [Erasmus+ Mobility Plan – Teaching](#).

Deadline for applications:

Teaching and non-teaching staff should email their application to Janine Denis Gonzalez at uointl@uOttawa.ca by **11:59 p.m. on October 17, 2021**.

EVALUATION

Teaching and/or non-teaching staff will be evaluated based on the following criteria:

- a. Previous experience / research (CV): *20 points*
- b. Letter of motivation : *40 points*
- c. Proposed mobility / teaching plan: *40 points*

Priority will be given to individuals **who have not yet completed** an Erasmus+ staff mobility stay.

Following the evaluation of applications and selection of a top candidate by an impartial selection committee, the uOttawa International Office will nominate the selected candidate to University of Barcelona for final confirmation. Once University of Barcelona validates the nominated candidate, the uOttawa International Office will communicate the results of the selection process to applicants. It is also possible that the selected candidates will have to complete additional steps with University of Barcelona to confirm their nomination.

GENERAL CONDITIONS

1. The number of available mobility placements in this call corresponds to funding granted by the European Commission to University of Barcelona, and is based on interinstitutional agreements signed between the University of Ottawa and University of Barcelona in Spain.
2. The areas of knowledge of the eligible participants will be those indicated in the interinstitutional agreement signed between the University of Ottawa and University of Barcelona for the purposes of this call.
3. All activities included in the Learning or Teaching / Work Agreement between participating universities will be recognized at the home university.
4. As the sending institution, the University of Ottawa is responsible for nominating their selected participants to University of Barcelona.
5. The University of Ottawa shall publish this call on its website as well as the selected candidate of this call, once a selection has been made.
6. Participants must agree to the Mobility Agreements provided by the University of Ottawa and University of Barcelona as well as complete any required steps by these institutions in order to participate in the mobility stay.
7. Once the **Acceptance document has been signed**, the participant **shall be bound** to carry out the period of stay granted, except for exceptional circumstances (such as travel restrictions, the evolution of the situation in the home or host country with respect to the COVID-19 pandemic, etc.). Resignations submitted by participants may result in being ineligible for future requests for international assistance or mobility programs from the University of Ottawa, except those cases that have been justified as force majeure.