



**ETSEAMN**  
INTERNATIONAL

# **ETSEAMN**

# **STAFF TRAINING**

# **PROGRAM**

**29th STP VALENCIA**

16.06.2025 - 20.06.2025

**Languages & IT Training**

**Refresher Course in English for University Staff (A2/B1)**

**English for University Staff (B2)**

**Communication Skills for University Professionals (C1)**

**Spanish for University Staff**

**IT for University Staff**



UNIVERSITAT  
POLITÈCNICA  
DE VALÈNCIA



Escola Tècnica Superior  
d'Enginyeria Agronòmica  
i del Medi Natural

# ETSEAMN STAFF TRAINING PROGRAMME

Providing key skills for University Staff

## 29<sup>th</sup> STP VALENCIA

Languages & IT Training

Refresher Course in English for University Staff (A2/B1)



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### DESCRIPTION

Did you study English in school but haven't picked up an English book in years? Are you finding English more and more necessary and feel you can no longer put off refreshing it? The ETSEAMN Staff Training Program is offering a new course designed for practical A1/A2 English learners from Higher Education Institutions.

### INTENDED OUTCOMES

The objective of the course is for you to attain a practical B1 stage where you will be able to communicate in English to a good conversational and written level.

### EVENT STRUCTURE

The event lasts **25 hours**, divided into five hours of work sessions per day.

**Fees: 425 €** per person, including work materials, welcome *paella* meal, and farewell lunch.

### EVENT COORDINATOR

**Prof. Dr. Vicente Castell**, Head of IRO ETSEAMN

**Claudio Benavent**, International Officer IRO ETSEAMN

**Elena Betés**, Staff Training Programs Specialist IRO ETSEAMN

Coaches and Lecturers are qualified staff and faculty from different UPV Schools and Departments

### COACHING AND TRAINING METHODS

Small groups (10-15 students) are created for work sessions involving short lectures, specific learning tasks, group work, vocabulary-building and pronunciation exercises.

### DATES AND LOCATION

**Monday, 16.06.25 to Friday, 20.06.25**

Place: ETS Ingeniería Agronómica y del Medio Natural (ETSEAMN)  
Universitat Politècnica de València (UPV)  
Camí de Vera s/n. 46022 València, Spain

### TRAVEL, LIVING AND ACCOMODATION EXPENSES

Participants are expected to obtain *Erasmus+ Staff Mobility* grants from their home Institutions.

### INFORMATION

**Pre-registration deadline: 9<sup>th</sup> May 2025**

**Fee payment deadline: 26<sup>th</sup> May 2025**

Maximum 28<sup>th</sup> STP participants: 300

Maximum group members: 25

Cancellation policy: no registration fees will be refunded within 15 days prior to the start of the course.

**Pre-registration link:**

<https://forms.gle/g4pJQFFUgxVU3p1z8>

# ETSEAMN STAFF TRAINING PROGRAMME

Providing key skills for University Staff

## 29<sup>th</sup> STP VALENCIA

Languages & IT Training

English for University Staff (B2)



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### DESCRIPTION

'English for University Staff' is an intensive five-day course that aims to enhance the fluency of University Staff from ETSIAMN Partner Institutions. Participants will have the opportunity to work on their oral communication skills in an authentic academic setting.

### INTENDED OUTCOMES

Upon completing the course, participants will have strengthened their oral communication skills and increased their competence in the English language.

### EVENT STRUCTURE

The event lasts **25 hours**, divided into five hours of work sessions per day.

**Fees: 425 €** per person, including work materials, welcome *paella* meal, and farewell lunch.

### EVENT COORDINATOR

**Prof. Dr. Vicente Castell**, Head of IRO ETSEAMN

**Claudio Benavent**, International Officer IRO ETSEAMN

**Elena Betés**, Staff Training Programs Specialist IRO ETSEAMN

Coaches and Lecturers are qualified staff and faculty from different UPV Schools and Departments

### COACHING AND TRAINING METHODS

Small groups are created for work sessions involving short lectures, specific learning tasks, group work, vocabulary-building and pronunciation exercises.

### DATES AND LOCATION

**Monday, 16.06.25 to Friday, 20.06.25**

Place: ETS Ingeniería Agronómica y del Medio Natural (ETSEAMN)  
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# ETSEAMN STAFF TRAINING PROGRAMME

Providing key skills for University Staff

## 29<sup>th</sup> STP VALENCIA

Languages & IT Training

Communication Skills for University Professionals (C1)



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### DESCRIPTION

In the need of a week of networking and refreshing your English at the same time? Join us for The ETSEAMN Staff Training Programme, which is now offering Advanced Language Courses, aimed at enhancing spoken and written English skills for professional and academic purposes.

### INTENDED OUTCOMES

Upon completing the course, participants will have strengthened their oral communication skills and increased their competence in the English language.

### EVENT STRUCTURE

The event lasts **25 hours**, divided into five hours of work sessions per day.

**Fees: 425 €** per person, including work materials, welcome *paella* meal, and farewell lunch.

### EVENT COORDINATOR

**Prof. Dr. Vicente Castell**, Head of IRO ETSEAMN

**Claudio Benavent**, International Officer IRO ETSEAMN

**Elena Betés**, Staff Training Programs Specialist IRO ETSEAMN

Coaches and Lecturers are qualified Staff and Faculty from different UPV Schools and Departments

### COACHING AND TRAINING METHODS

Small groups (10-15 students) are created for work sessions involving short lectures, specific learning tasks, group role play, vocabulary-building and pronunciation perfection.

### DATES AND LOCATION

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### TRAVEL, LIVING AND ACCOMODATION EXPENSES

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# ETSEAMN STAFF TRAINING PROGRAMME

Providing key skills for University Staff

## 29<sup>th</sup> STP VALENCIA

Languages & IT Training

Spanish for University Staff

View our videoclips: 



### DESCRIPTION

'Spanish for University Staff' is a five-day international training and coaching event that aims to improve the key professional skills of Int. Officers from ETSEAMN Partner Institutions. Participants will have the opportunity to work on their technical and social abilities in an authentic international setting.

### INTENDED OUTCOMES

Upon completing the course, participants will have strengthened their planning, leadership, management, team-building and decision-making skills, and increased their competence in University International Relations, both at institutional and personal level.

### EVENT STRUCTURE

The event lasts **25 hours**, divided into five hours of work sessions per day.

**Fees: 425 €** per person, including work materials, welcome *paella* meal, and farewell lunch.

### EVENT COORDINATOR

**Prof. Dr. Vicente Castell**, Head of IRO ETSEAMN

**Claudio Benavent**, International Officer IRO ETSEAMN

**Elena Betés**, Staff Training Programs Specialist IRO ETSEAMN

Coaches and Lecturers are qualified staff and faculty from different UPV Schools and Departments

### COACHING AND TRAINING METHODS

Small work groups are created along the scheduled activities. Sessions involve specific coaching workshops, group dynamics, topic oriented seminars, open debate, applied IT training, team work, and a powerful human-based operative framework.

### DATES AND LOCATION

**Monday, 16.06.25 to Friday, 20.06.25**

Place: ETS Ingeniería Agronómica y del Medio Natural (ETSEAMN)  
Universitat Politècnica de València (UPV)  
Camí de Vera s/n. 46022 València, Spain

### TRAVEL, LIVING AND ACCOMODATION EXPENSES

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# ETSEAMN STAFF TRAINING PROGRAMME

Providing key skills for University Staff

## 29<sup>th</sup> STP VALENCIA

Languages & IT Training

IT for University Staff



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View our *videoclips*:



### DESCRIPTION

'IT for University Staff' is an intensive five-day course that aims to give training in three different areas:

- Awareness about hidden risks for the unaware Internet users, with focusing on privacy issues;
- Learning the use of MS Access tool, for administrative and academic purposes;
- Discovering the magnificent and attractive Prezi tool to make striking presentations.

### INTENDED OUTCOMES

Upon completing the course, participants will have strengthened their planning, leadership, management, team-building and decision-making skills, and increased their competence in University International Relations, both at institutional and personal level.

### EVENT STRUCTURE

The event lasts **25 hours**, divided into five hours of work sessions per day.

**Fees: 425 €** per person, including work materials, welcome *paella* meal, and farewell lunch.

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Providing key skills for University Staff

29<sup>th</sup> STP VALENCIA

Languages & IT Training



## TIMETABLE

	Monday	Tuesday	Wednesday	Thursday	Friday
09:00	Welcome Seminar (1)	Languages course	Languages course	Languages course	Languages course
11:00	Languages Course (2)				
14:00	Welcome Lunch (3)	End of session	End of session	End of session	Farewell Lunch (4)

### (1) Welcome Seminar:

- Program description: structure, planning of work sessions and main objectives
- Introduction of the local host team. General Presentation of the UPV and the Spanish Higher Education System
- Guided walk on the UPV campus

### (2) Languages Course:

Ten groups of participants will be created for joining one of the languages courses  
Course offer may vary upon staff availability.

### (3) Official Welcome Lunch, followed by a Courtesy 'Paella' meal

### (4) Courtesy Farewell Lunch

View our videoclips:  

# Enjoy the Experience!



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