

# ETSIAMN STAFF TRAINING PROGRAMME

## Providing key skills for University Staff



### 8<sup>th</sup> IRO VALENCIA

## Human-based International Relations

Building advanced competences for International Officers

#### Description

*IRO Valencia* is a five-day international **training and coaching** event that aims to improve the key professional skills of Int. Officers from ETSIAMN 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: 380 € per person, including work materials, welcome *paella* meal, and farewell lunch. Extracurricular activities (not included in course fees) may be organized upon participants' request.

#### Event coordinator

Prof. Dr. Francisco Rovira, Head of International Relations ETSIAMN. 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, 22.10.18 to Friday, 26.10.18  
Place: *ETS Ingeniería Agronómica y del Medio Natural (ETSIAMN). Universitat Politècnica de València (UPV). Camino de Vera s/n. 46022 Valencia, Spain.*

#### Travel, living and accommodation expenses

Participants are expected to obtain *Erasmus+ Staff Mobility* grants from their home Institutions. The ETSIAMN will assist with booking accommodation.

#### Information

Please complete your registration form and return it to [cbenavent@upvnet.upv.es](mailto:cbenavent@upvnet.upv.es).

Deadline: 1<sup>st</sup> October 2018

Maximum number of participants: 20

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**Timetable**

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>09:30</b>	Introduction	Good-morning Meeting (4)	Good-morning Meeting	Good-morning Meeting	Good-morning Meeting
<b>10:15</b>	Paula's Seminar (1)	IT Training Course (5)	Paula's Seminar	IT Training course	Paula's Seminar
<b>11:15</b>	Break	Break	Break	Break	Break
<b>12:00</b>	Coaching Workshop (2)	Coaching Workshop	Coaching Workshop	Coaching Workshop	Coaching Workshop
<b>14:30</b>	Welcome Seminar (3)	End of session	End of session	End of session	Farewell Event (6)
<b>16:00</b>	End of session				End of session

- (1) Group dynamics and hands-on learning for improving *IRO key social skills*
- (2) Outdoors coaching and team-building activity around the *Mediterranean Lifestyle*
- (3) Official Welcome, followed by a Courtesy Paella Meal
- (4) Presentation of *selected IRO topics* for monitored open debate
- (5) Training Course on *Applied IT Tools for University Staff*
- (6) Courtesy Farewell Lunch

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#### Extended programme description

##### Good-morning meetings: topic-oriented seminars for International Officers/Coordinators

1. The upload/download Paradise
2. First give then take
3. The role of the International Officer
4. Reliable Partnerships

##### Paula´s Seminars: monitored group dynamics in key interpersonal communication aspects

1. International management that produces real internationalization, not only mobility.
2. Making ends meet: managing people not files
3. Dealing with partners: complexes and prejudices

##### Coaching Workshop: *Mediterranean Lifestyle*

Enjoy Mediterranean life as the locals do. You will use your five senses to experience the most interesting places in Valencia. Each day you will participate in a different aspect of Spanish life. See where they work, shop, eat, relax and have fun. Join us and some of the cities best kept secrets will be revealed to you!

Coaching cases: Discover Valencia through smell, touch, taste, sound and feel. You will walk off the beaten path along quaint streets and open spaces, sit at bright terraces and shade yourself under 100 year old trees. You will visit our best hidden secrets and have the opportunity to capture an unforgettable picture with extra an special guest.

##### IT Training: *Applied IT Tools for University Staff*

Applied IT Tools for University Staff is an intensive five-hour course that aims to give training in applied operative in two different areas: 1) Awareness about hidden risks for the unaware Internet users, with practical security mini-lab. 2) Helping you to create stunning presentations: discover the magnificent and attractive Prezi tool to make striking presentations beyond the traditional and sometimes boring PowerPoint framework

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**Proposed accommodation - special rates for ETSIAMN guests - limited places**

**HOTEL BARCELÓ VALENCIA** - *Ciudad de las Artes*, 10 min bus lift to UPV or downtown  
<https://www.barcelo.com/en-gb/hotels/spain/valencia/barcelo-valencia/valencia@barcelo.com>. Phone: +34 96 330 63 44

**HOTEL ASTORIA PALACE** - Valencia downtown  
<http://www.ayrehoteles.com/hotel-astoria-palace/reservas.astoriapalace@ayrehoteles.com> Phone.: +34-96-3981000

**HOTEL NH LAS ARTES II** - *Ciudad de las Artes*, 10 min bus lift to UPV or downtown  
<http://www.nh-hoteles.es/nh/es/hoteles/espana/valencia,-es/nh--las--artes-ii.html>  
nhlasartes2@nh-hotels.com Phone: +34-96-3356062

**DAMIA BONET RESIDENCE HALL** - Very closed to the UPV campus.  
<http://www.resa.es/eng/Residences/Damia-Bonet> Phone: +34-962 050 500