**Erasmus+ Learning Agreement**

**Staff Mobility - Job shadowing**

**Staff Mobility**

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| --- | --- |
| Field | Adult education |
| Type of activity | Job shadowing |
| Type of mobility | Physical mobility |
| Grant Agreement No. | 2021-1-CZ01-KA121-ADU-000011141 |
| Mobility aktivity ID | *Vyplní oddělení vzdělávání* |
| Start date of Mobility Activity |  |
| End date of Mobility Activity |  |
| Duration (days) – excluding travel days |  |
| Travel days |  |

**The Staff Member**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name (s) |  | First name (s) |  |
| Date of birth |  | Nationality |  |
| Address |  |
| Working position |  |
| Department |  |
| E-mail |  |

**The Sending Institution**

|  |  |
| --- | --- |
| Name | **National Library of the Czech republic** |
| Erasmus code[[1]](#endnote-1) (if applicable) | OID: E10208183 | Country | Czech Republic |
| Address | Klementinum 190 110 00, Prague |
| Contact person  | Kateřina Nekolová; Librarianship Institut - Education department;katerina.nekolova@nkp.cz |

**The Receiving Institution**

|  |  |
| --- | --- |
| Name  |  |
| Erasmus code (if applicable) |  | Country |  |
| Address |  |
| Contact person (name, position, email; phone) |  |
| Mentor (name, position, email; phone) |  |
| Department |  |
|  |  | Size of institution(if applicable) | [x] <250 employees[x] >250 employees |

#### **I. PROPOSED MOBILITY PROGRAMME**

Language of training: ………………………………………

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| **Overall objectives of the mobility:** |
| **Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):** |
| **Activities to be carried out (including the virtual component, if applicable):** |
| **Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):** |
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| **Monitoring plan:**  |

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|  **Evaluation plan:**  |
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**II. COMMITMENT OF THE THREE PARTIES**

By signing**[[2]](#endnote-2)** this document, the staff member, the sending institution and the receiving institution confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving institution will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

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| --- |
| **The staff member**Name:Signature: Date:  |

|  |
| --- |
| **The sending institution**Name of the responsible person: Signature: Date:  |

|  |
| --- |
| **The receiving institution**Name of the responsible person:Signature: Date:  |

1. **Erasmus code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives.. It is only applicable to higher education institutions located in EU Member States and third countries associated to the programme. [↑](#endnote-ref-1)
2. Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the sending institution (in the case of mobility with third coutnries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution. [↑](#endnote-ref-2)