Call for Applications – Erasmus+ Staff Mobility at the Danish School of Media and Journalism

**Host institution:** Danish School of Media and Journalism (DMJX)
**Host country:** Denmark
**Funding type:** Erasmus+
**Mobilities available:** 1 staff mobility for teaching or training

**Specific eligibility requirements:**
- **Staff Mobility for Training:** There are no restrictions for individuals applying for staff mobility for training, other than the general criteria outlined below (under ‘Eligibility Requirements’).
- **Staff Mobility for Teaching:** Applicants must teach in the following fields: journalism and/or communication. This host university will give priority to professors specialized in Corporate Communication.

**Timeframe for mobility:** Prior to July 31, 2019
**Deadline for applications:** January 31, 2019

The purpose of this call is to grant one staff mobility for either training or teaching, which must take place prior to July 31, 2019.

**Notes for teaching mobilities:**
- The teaching mobilities are reserved for full-time teaching staff who teach in the fields covered under the Erasmus+ inter-institutional agreement signed between the University of Ottawa and the Danish School of Media and Journalism: journalism and/or communication. Priority will be given to professors specialized in the area of Corporate Communication.
- There is a minimum of 8 teaching hours per week required for teaching staff.

**ELIGIBILITY REQUIREMENTS**

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

- **Teaching staff:** be employed full-time by the University of Ottawa for educational purposes with teaching subject areas that include journalism and/or communication; possess at least a B2 level in English.
- **Non-teaching staff:** be employed as a full-time, regular support staff member of the University of Ottawa; possess at least a B2 level in English.

**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 the Danish School of Media and Journalism, this equates to **160 EUR per day** for 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 Denmark, this amounts to **820 EUR**.

   Note: selected participants must purchase their flight themselves and will only be reimbursed by the Danish School of Media and Journalism.

The Danish School of Media and Journalism shall pay the funding outlined above according to the terms agreed upon by the participant and the Danish School of Media and Journalism as host institution.

The **maximum funding period** will be a maximum of **5 days** (plus 2 travel days) for teaching or training staff.

**HOW TO APPLY**

Applications must include:

- **CV in English**
- **Letter of motivation** 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. expected outcomes, additional skills, interests, vulnerable socio-economic status, etc.).
- **Letter of support** from immediate supervisor, Head of Department/School, Dean or Vice Dean.
- **Proposed mobility plan** in English, which must include the identification of a potential host department, the preferred timeframe of the mobility, as well as possible activities, meetings, etc. to be done during the mobility stay – and signed by the supervisor.
  - For teaching mobilities, this plan must also include activities to fulfill the minimum 8 hours of teaching time per week. This does not have to be traditional teaching time; it could involve guest lectures, small group seminars or facilitating other teaching-related activities.

**Deadline for applications:**

Teaching and non-teaching staff must email their complete application to Janine Denis Gonzalez at uointl@uOttawa.ca by 11:59 p.m. on **January 31, 2019**.

**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 the Danish School of Media and Journalism for final confirmation. Once the Danish School of Media and Journalism validates the nominated candidate, the uOttawa International Office will communicate the results of the selection process to applicants.

GENERAL CONDITIONS

1. The number of available mobility placements in this call corresponds to funding granted by the European Commission to the Danish School of Media and Journalism, and is based on inter-institutional agreements signed between the University of Ottawa and the Danish School of Media and Journalism in Denmark.

2. The areas of knowledge of the eligible participants will be those indicated in the inter-institutional agreement signed between the University of Ottawa and the Danish School of Media and Journalism 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 the Danish School of Media and Journalism.

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 the Danish School of Media and Journalism 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. Possible resignations submitted by participants will be penalized for future requests for international assistance or mobility programs from the University of Ottawa, except those cases that have been justified as force majeure.