

## CGU Stella for Staff 2021

*Professional Mobility Programme for Services Staff*

### PLACEMENT OFFER UTADO3

#### INFORMATION OF HOST UNIVERSITY

<b>Name of institution</b>	University of Trás-os-Montes and Alto Douro.
<b>Address</b>	Quinta de Prados 5000-801 Vila Real Portugal.
<b>Telephone</b>	(+351) 259 350 000.
<b>Web</b>	<a href="http://www.utad.pt">www.utad.pt</a>
<b>Short description</b>	The University of Trás-os-Montes and Alto Douro, located in Vila Real, is a high-level institution, dedicated to the creation, transmission and diffusion of culture, knowledge and science. Located in a developing region, it promotes entrepreneurship in a close relationship with the community, its bodies, institutions and the world of business, deepens scientific knowledge, develops technology and seeks to respond to global, national and regional problems.

#### INFORMATION OF PLACEMENT OFFER

<b>Mobility</b>	In-person.
<b>Department</b>	Teaching, Training and Pedagogical Innovation Office.
<b>Description of activities</b>	<ul style="list-style-type: none"> <li>• Exchange of experiences in terms of work methodologies;</li> <li>• Monitoring the teaching / learning process;</li> <li>• Reception of new students during the period of enrollment;</li> <li>• Monitoring students at risk and preventing dropout and academic failure (Tutoring   Mentoring Program, Soft skills and diagnostic questionnaires);</li> <li>• Support and monitor the Tutoring   Mentoring Program good practices.</li> </ul>
<b>Working languages</b>	Portuguese.
<b>Working place</b>	Nucleus of Educational offer and School Success.
<b>Mobility period</b>	Within the indicated period. September 2021.
<b>Length</b>	10 working days.
<b>Daily working hours</b>	7 hours.
<b>No. of offered placements</b>	1.

#### CURRICULAR PROFILE OF CANDIDATE

<b>Required experience</b>	<ul style="list-style-type: none"> <li>• Experience in monitoring students throughout integration programs;</li> <li>• Experience in teaching / learning monitoring activities;</li> <li>• Monitoring students at risk and preventing dropout and academic failure.</li> </ul>
<b>Required skills</b>	<ul style="list-style-type: none"> <li>• Monitoring students throughout integration programs;</li> <li>• monitoring teaching / learning activities;</li> </ul>

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	<ul style="list-style-type: none"><li>• Monitoring students at risk.</li></ul>
Academic title	<ul style="list-style-type: none"><li>• Degree.</li></ul>