

QUALITY AREA: STAFF MOBILITY

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Staff mobility allows staff to gain international experience abroad.

Here are some examples:

Work-based learning in companies.

Teaching assignments and job-shadowing in partner schools.

Attending seminars and conferences.

Criteria	Examples of indicators	Examples of sources of evidence
<p>Providing the framework and principles for staff mobility</p>	<p>VET college has set objectives for staff mobility and indicators to measure its impact</p> <p>Staff mobility is planned according to the strategic objectives of VET college</p> <p>The management at all levels supports staff mobility</p> <p>Staff mobility is built as part of staff skills development plan</p>	<p>Strategy for international activities</p> <p>Action plan for international activities</p>

	<p>VET college uses both external and internal funding for staff mobility</p> <p>Sustainable development goals are considered in all the phases of staff mobility</p>	
Building and maintaining sustainable partnerships	<p>VET college identifies key partnerships for staff mobility in different fields</p> <p>Tasks and responsibilities between sending and receiving partners have been agreed</p> <p>Staff mobility is based on mutual trust and agreements</p>	Memoranda of Understanding
Implementation and development of staff mobility	<p>VET college has a process of staff mobility</p> <p>Staff mobility process is transparent and enables equal participation</p> <p>VET college has an action plan for safety and emergencies and everyone participating in staff mobility is familiar with it</p> <p>Staff is involved in planning and preparation</p>	<p>VET College guidelines for staff mobility.</p> <p>Erasmus+ guidelines</p> <p>Safety plan</p>

	<p>VET college coaches the staff during the whole mobility process</p> <p>VET college develops and maintains the international competences of its staff</p>	
Information and communication on staff mobility	<p>Communication between partners has been planned and is fluent</p> <p>VET college collects and disseminates the experiences of staff mobility to the management, staff and partners</p> <p>Participants report their mobility according to the guidelines of VET college</p> <p>Good practices and experiences gained from mobility are disseminated and used in VET college</p>	
Evaluation of staff mobility	<p>Staff mobility feedback is part of VET college's feedback system</p> <p>Staff mobility is evaluated in accordance with VET college's strategy and quality management guidelines</p>	Evaluation plan

	<p>Feedback received from the participants, receiving partners and other involved parties is used to develop staff mobility</p> <p>All involved, including receiving partners, in staff mobility activities participate in the evaluation</p>	
<p>Monitoring and improving framework and principles for staff mobility</p>	<p>Feedback received from staff, receiving organizations and other involved parties is applied to development of staff mobility</p> <p>VET college improves staff mobility in cooperation with partners</p>	

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