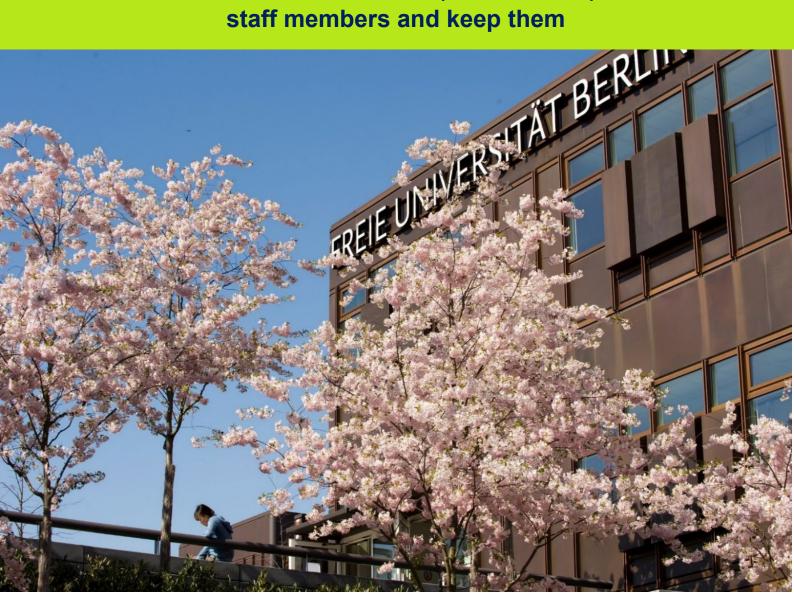


FUB International Staff Training Week 2024

June 10 - June 14, 2024

How to onboard new (international) staff members and keep them







Monday, June 10

Welcome to Freie Universität Berlin's 12th International Staff Training Week Location: Henry-Ford-Building, Garystraße 35, 14195 Berlin, first floor, lecture hall C		
11:30	Arrival of participants and registration	
12:00	Welcome address and presentation of Freie Universität Berlin Dr. Herbert Grieshop, Head of International Affairs Division	
12:45	FUB's International Staff Training Week and its different tracks Meet the organizing team(s)	
13:15	Group Picture	
13:30	Lunch	
14:30	Scavenger Hunt on FUB Campus	
16:30	Our Climate and the Global Responsibility of Universities Keynote by Dr. Stefanie Kaboth-Bahr followed by Q&A with the audience Welcome and Opening Words by Vice President International Affairs Prof. Dr. Verena Blechinger-Talcott	
18:00	Reception	

Tuesday, June 11

Location: International House, Ehrenbergstraße 26/28, ground floor, Room 009

09:30	Welcome & getting to know each other Program overview
10:45	Coffee break
11:00	Setting the scene I: The German University System
12:00	Lunch
13:30 groups	Setting the scene II: Challenges facing the current labor market – Brainstorm in
14:30	Introducing FUB's Welcome Service: How we support new staff members
15:00	Coffee break

15:30	Onboarding new staff members: Best practice examples
17:00	End of program
18:00	Optional Event: Walking Tour Historical Berlin: Brandenburg Gate to Potsdamer Platz (for a limited number of participants, upon prior registration)

Wednesday, June 12

Location: International House, Ehrenbergstraße 26/28, ground floor, Room 009		
09:30	Onboarding best practice examples: Discussion	
10:00	Staff retention methods at FUB: Inputs from key players Staff Development Team Center for Continuing Education Dual Career & Family Service University Sports Center	
12:00	Lunch	
13:00	Staff retention: Best practice examples	
13:45	Take aways from day 2	
14:00	End of program – free afternoon for individual appointments and activities	
14-15:30	Optional Event Afternoon: regional get-togethers Meet with FUB's regional officers / heads of liaison offices for India, North America, Eastern Europe/Central Asia, East Asia, Near East, Israel and the Una Europa Alliance – more information to follow	
17:00	Optional Event Evening: River Cruise: "Historic Berlin City Cruise" (prior registration required)	
18:00	Alternative (!) Optional Event Evening: "Ukraine's Recovery in times of war" Lecture by Jaco Cilliers, Resident Representative of the United Nations Development Programme (UNDP) in Ukraine, followed by Q&A and reception Henry-Ford-Building, Lecture Hall B, Garystraße 35, 14195 Berlin	

Thursday, June 13

Location: International House, Ehrenbergstraße 26/28, ground floor, Room 009

09:30	Supporting international staff: The trials and tribulations of getting settled in Germany Challenges faced in other countries
10:30	Coffee break
11:00	Supporting international staff: Best practice examples
12:30	Lunch
14:00	Bringing it all together: Interactive mapping an international staff member's journey
15:30	Coffee break
16:00	Take aways from day 3 Program wrap up
17:00	End of program
17:30	Optional Event 1: Join Freie Universität's Queer Staff Network for an evening out. Advanced registration recommended. Details to follow. Allies welcome!
18:00	Optional Event 2: Walking Tour Alternative Berlin – Clubbing culture and cultural free spaces (for a limited number of participants, upon prior registration)

Friday, June 14

Team Event at FUB's Water Sports Center & Farewell Location: FUB Water Sports Center, Badeweg 3, 14129 Berlin		
9:30	Meeting at the FUB Aquatic Sports Center, welcome, introduction, preparation of team (and individual) activities: pedal boat, kayak, stand-up-paddling, sailing, surfing, wingfoil as well as many activities on land	
10-12:30	2 rounds of activities	
12:30	Wrap-up & Award of Certificates	
13:00	Lunch and End of program	

^{*} events marked in grey are joint events for the whole group / participants of all tracks