EURAXESS

researchers in motion

"Science excellence in higher education system and employability in Montenegro - HRS4R process and research mobility conditions"

- EURAXESS - University of Montenegro - HRS4R -

Srna Sudar

Euraxess project coordinator

25.06.2021

University of Montenegro, Podgorica

- ➢ The **Initiative**

- ➢ The **Instruments**
  - **The Portal**
  - **National Portals**
  - **EURAXESS Service Network**
  - **Worldwide**

- ➢ **Get in touch**

EURAXESS MISSION

The mission of the EURAXESS Service Network ("EURAXESS Network") is to facilitate the building of a common European labour market of researchers by providing free information services, and timely and high-quality support to facilitate the relocation and career development of researchers in Europe.

The EURAXESS initiative serves as an implementation tool, translating European Research Area policies into everyday working practice.

EURAXESS is a unique pan-European network with the goal to assist researchers in all questions regarding practicalities in a new country and their career planning.

○ **Core activity:** information and support for **mobility** and **career development** of researchers

○ **Job vacancies, funding** and **hosting offers** can be published by the organisations

○ **Be found** and **find organisations** through EURAXESS database in **business** and **academia.**

○ **Policy goal behind:** building an open, attractive, sustainable, common European labour market for researchers

EURAXESS Overview

- Established in May 2004 as ERA-MORE
- EURAXESS was introduced in 2008
- Backed by more than 40 countries
- An ERA (European Area) key initiative
  - Facilitating researchers' mobility
  - Supporting career development
  - Ensuring attractive careers across Europe and beyond
- Target audiences:
  - Researchers
  - Researcher institutions
  - Entrepreneurs and industry

Transnational cooperation – TOP Projects

- TOP I: Structure network activities
- TOP II: Communicate EURAXESS to different groups of stakeholders
- TOP III: infrastructure, career development and outreach activities
- TOP IV (ongoing) – started 1.09.2018 – coordinated by Greece
  - Objectives:
    - ✓ Set-up Career Development services based on EURAXESS CD service model.
    - ✓ Expand Dual Career services
    - ✓ Enhance activities addressing diversity management
    - ✓ Develop new services oriented to a better connection between academia and industry
    - ✓ Bridge more researchers from third countries, etc.

**We grow stronger together.
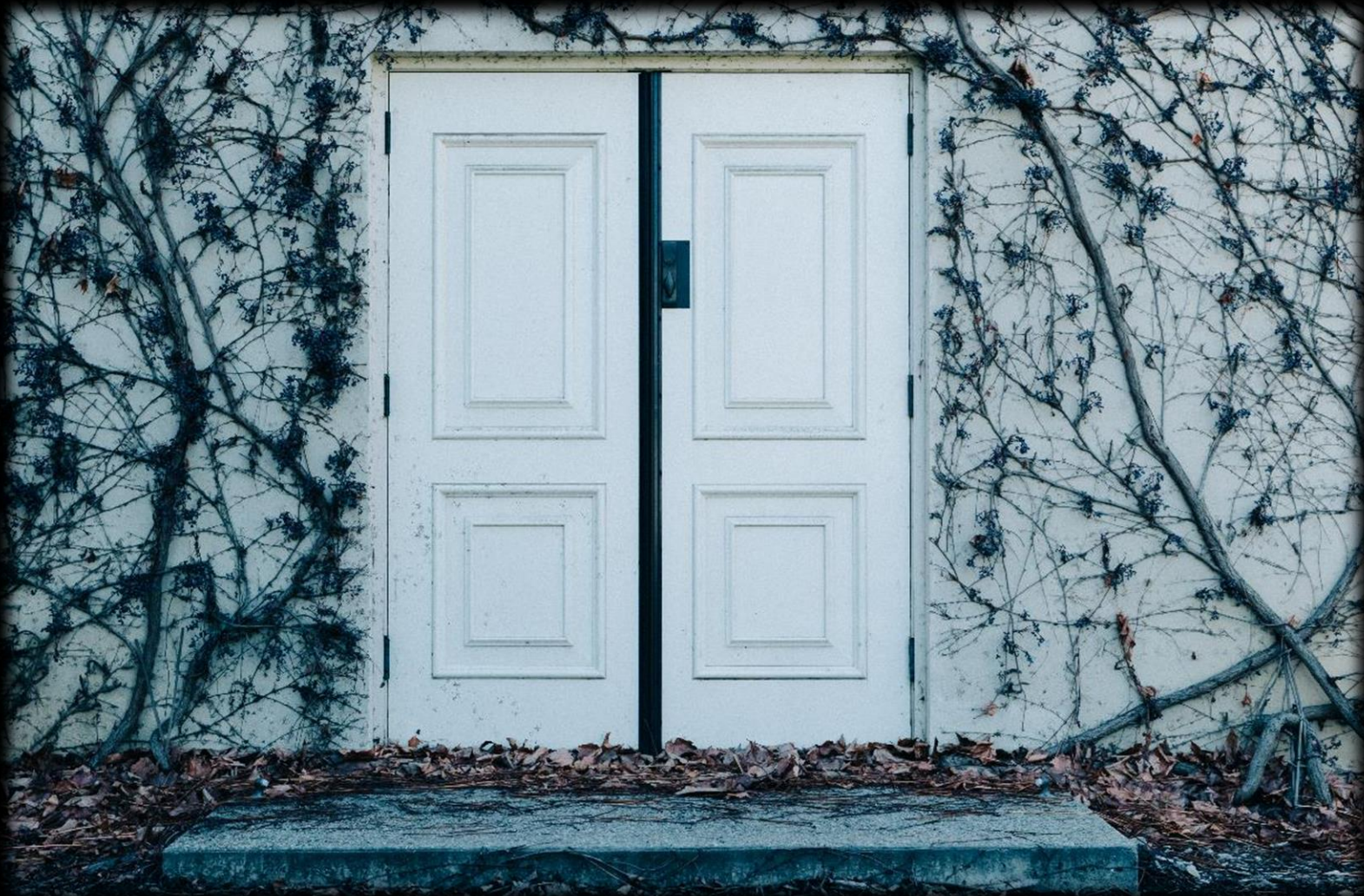We help each other to be better.**

The Instruments

EURAXESS Instruments

EURAXESS Portal

EURAXESS Worldwide

euraxess

EURAXESS National Portals

EURAXESS Services Network

The portal

EURAXESS Portal

Main EU Portal and country specific National Portals

EU Portal

In English

Jobs & Funding
- Search Jobs
- Offer Jobs
- Find funding

Partnering

Career Development

Information & Assistance

EURAXESS Worldwide

My EURAXESS
- Researcher Profile
- Organisation Profile

National Portal

In English + other

Jobs & Funding

Information & Assistance

My EURAXESS
- Researcher Profile
- Organisation Profile

- 1.8 million page views per year
- 65,000 researchers registered
- 18,500 organisation profiles
- 80,000 job offers published...

Frontpage EU Portal

Registration process

Individual registration

Why Register?

Manage your application process.

Registration at EURAXESS is free and comes with a lot benefits for researchers and entrepreneurs. Once you have registered you will be welcomed to your My EURAXESS private area, which is where, a part from many others, you will fill out and manage your profile, CV data, collaboration preferences.

It's quick and simple. Register now and you will have your own EURAXESS account in no time!

Manage your recruiting process

As a research institution, university or business, My EURAXESS area let's you manage your profile, collaboration preferences, post job, funding and hosting offers, search for the best candidates and many more!

Register an account with us and join EURAXESS' large research community today!

LOGIN   Forgot your password?

Create new account

E-mail *

☐ I agree with the Privacy Statement and Specific Conditions. *

CREATE NEW ACCOUNT

70%

My EURAXESS Dashboard

I am a researcher

Click the the following button to enable your researcher profile.

ENABLE RESEARCHER PROFILE

Researchers can enable a researcher profile to gain visibility

Join an organisation

Based on your email (ext.ec.europa.eu) you cannot auto join any existing organisation.

Organisations can join or create a profile to post offers or enrol in the HRS4R

organisation you are looking for.

SEARCH/REGISTER

Users can manage their favourites, saved searchers, notifications and access the Help section with specific information about how to manage their profile on EURAXESS
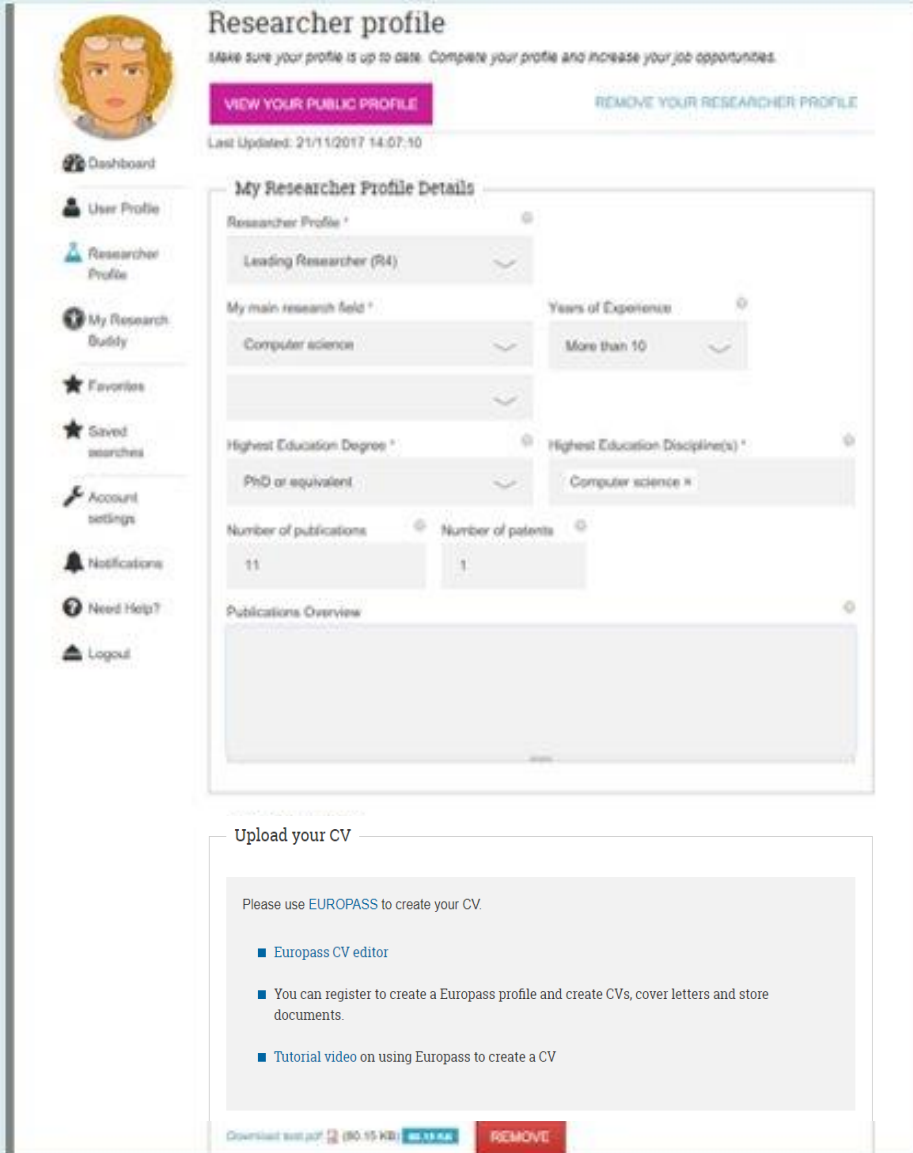
+ Navigation Help

- Dashboard
- Content
- User Profile
- Favorites
- Saved searches
- Account settings
- Notifications
- Need Help?
- Logout

Researcher Profile

Researchers can:

- Fill in their profile: field of expertise, years of experience and publications
- Get notified when vacancies match their profile
- Be visible in searches by potential employers
- Upload their CV from Europass
- Promote their awards and upload the Seal of Excellence
- Make their profile visible in the Partnering tool
- Participate in the Science4Refugees initiative as Research Buddies

Organisations

EURAXESS

| | JOBS & FUNDING | CAREER DEVELOPMENT | PARTNERING | INFORMATION & ASSISTANCE | NATIONAL PORTALS | EURAXESS WORLDWIDE | MY EURAXESS |

Join an organisation

Organisation members are invited to join an existing profile if the email domain matches the organisation's

If not invited to join, members may search manually for the organisation profile or register a new one

Search/Register

Please search for an existing organisation. You can also register a new organisation if you cannot find the organisation you are looking for.

SEARCH/REGISTER

Search for an organisation

You can search for an organisation by name, department, laboratory and URL. If a match is found you can ask the administrator to add you as a member. If no match is found you can proceed and register your new organisation.

Organisation Name *

URL *

Department

Laboratory

SEARCH

Results

Name

Name: University Xyz

✉ Contact the Organisation Admin | 👁 View profile

Register an organisation profile

Search for an organisation

You can search for an organisation by name, department, laboratory and URL. If a match is found you can ask the administrator to add you as a member. If no match is found you can proceed and register your new organisation.

Organisation Name *

URL *

Department

Laboratory

SEARCH

No matches found based on your search input.

Since there are no exact matches, you can proceed to register your organisation

REGISTER ORGANISATION

○ To create a new organisation profile, members fill in name and URL to "SAVE THE ORGANISATION". The request is approved by the Help Desk within 24 hours

Help desk approval

Your organisation has been registered and it is pending for approval. ×

○ Once approved, the Organisation Administrator may complete the profile and upload the logos and emblems.

LOGO

hr
HR EXCELLENCE IN RESEARCH

SEAL OF EXCELLENCE

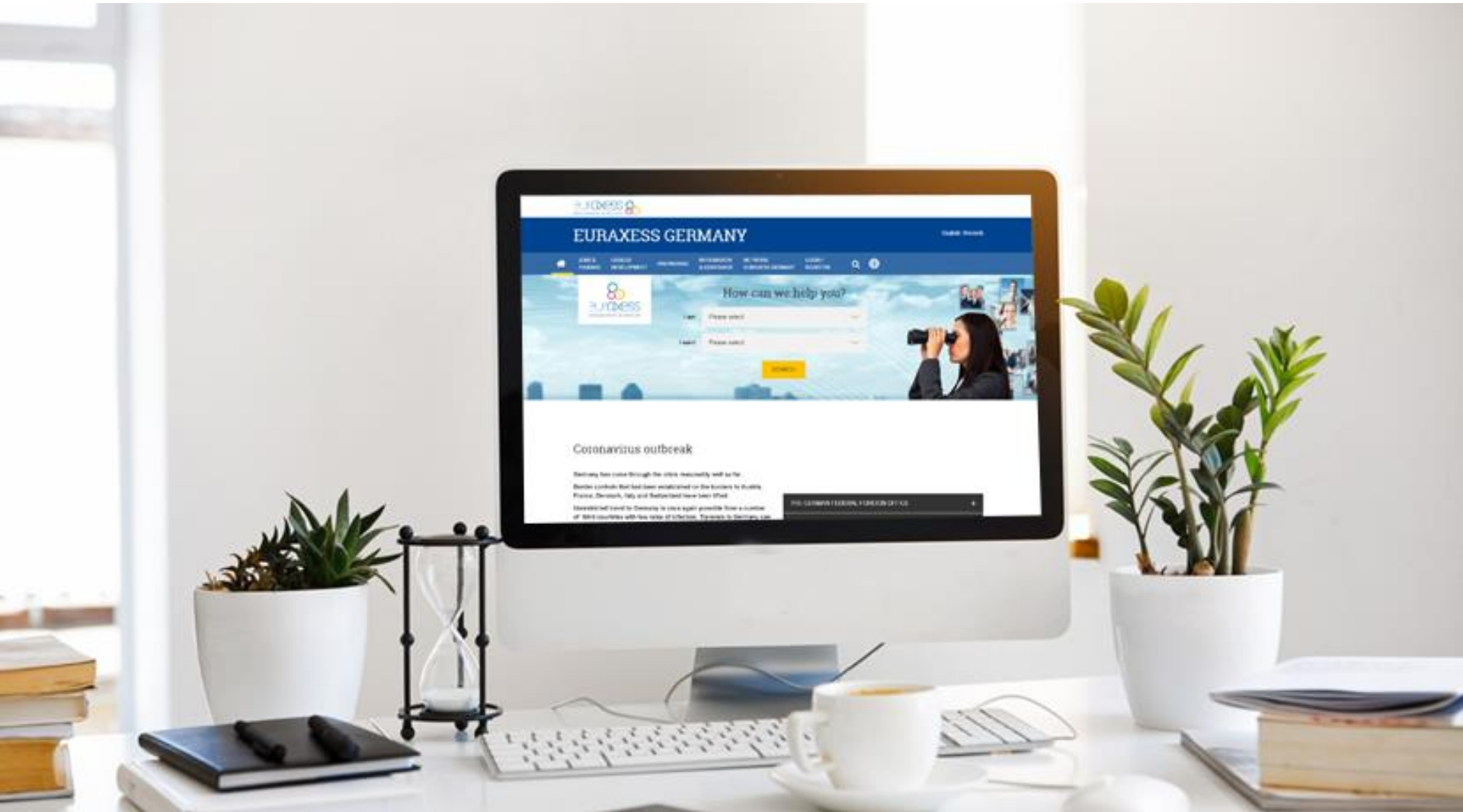ABOUT THE ORGANISATION   +

ORGANISATION'S LOCATION   +

OTHER INFORMATION   +

National portals

EURAXESS Portal

LIVING IN EUROPE

Access to the culture of the host country/language courses

Accommodation

Banking

Day care, schooling & family related issues

Departure conditions/formalities

Entry conditions/visas

Health insurance

Medical care

WORKING IN EUROPE

Career Development

Intellectual Property Rights (IPR)

Pension for Researchers

Recognition of diplomas

Taxation/salaries

Unemployment

Work Permit

LEAVING EUROPE

Departure conditions/formalities

Job Opportunities

Funding Opportunities

EURAXESS Worldwide

ℹ FIND INFORMATION ›   ❓ FIND PERSONALISED ASSISTANCE ›

funding and hosting opportunities.

EXPLORE EURAXESS NATIONAL PORTALS

Save time, energy and money by using more than **600 EURAXESS support centers** helping researchers **free of charge** with a wide range of services facilitating your move and stay abroad. Sort out centres by country and type of expertise, based on your specific issue.

FIND YOUR EURAXESS SUPPORT CENTER

Jobs, Funding and Hosting Database

- Organisations can create, edit or un-publish their **vacancies**
- Available statistics on ads performance
- Great visibility: 80% of portal visitors browse the database
- **Jobs, funding and hosting opportunities** can be published

Organisation dashboard

Registered organisations can:

○ Edit their organisation profile

○ Invite other members to join the profile

○ Create, edit or un-publish your vacancies

○ See job, funding and hosting offer statistics

○ Copy offers to create a new one

○ Some national network coordinators can post on behalf of Organisation

☐ Allow BHO users to create offer postings for this organisation

Please make sure you have contacted the EURAXESS BHO of your country, prior checking this option.

EURAXESS contributions

- ○ EURAXESS contributes to an open transparent merit-based recruitment and to the implementation of the **Charter of Researchers & Code for the Recruitment of Researchers (C&C)** principles
- ○ EURAXESS hosts the 'Human Resources Strategy for Researchers' **(HRS4R)** e-tool. Organisations aligning their HR practices to the C&C are recognized with the emblem.
- ○ EURAXESS and **RESAVER** contribute to researchers' mobility and to remove barriers across the European Union. RESAVER is a pension plan that moves with your employee.

C&C and HRS4R

- **Set of recommendations** by the European Commission in 2005
- **The Charter** is a set of principles for the roles, responsibilities and entitlements of researchers - Reference Framework
- The **Code of Conduct** provides for transparency of the recruitment and selection process, ensuring equal treatment for all applicants - Includes obligations for employers and funders

- **HRS4R**: C&C Implementation tool to set up an open, transparent sustainable European labour market for researchers

Charter and Code: 4 pillars to strengthen the European Research Area

WORKING CONDITIONS

RECRUITMENT

CAREER DEVELOPMENT

ETHICS

Overall GOAL — Open, attractive, sustainable European labour market for researchers

- **Organisations** can apply for the HRS4R award that recognises their efforts to align their HR policies to the Charter & Code recommendations via the preparation of an Action Plan. The application and management process is done via the EURAXESS portal**.**

HR EXCELLENCE IN RESEARCH

Charter & Code and HRS4R
Information available on the portal

C&C

- Full text of the recommendation
- List of endorsing organisations

HRS4R

- Information about the process
- List of awarded organisations
- E-tool for processing applications

HRS4R e-tool

HR EXCELLENCE IN RESEARCH

Online application
and granting of the HR Excellence in Research Award
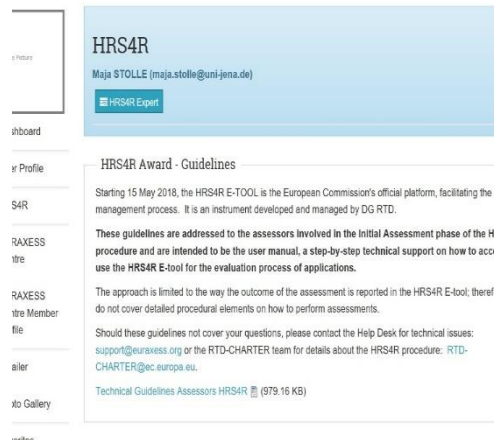
Technical Guidelines
with step-by-step instructions for each phase

E-learning tool
for Organisations with 7 chapters and +70 videos/webinars

Information and support throughout the process: RTD-CHARTER@ec.europa.eu

Partnering tool

Organisations can

- promote their profile indicating Seal of Excellence, HR award, or Science for Refugees
- find collaboration opportunities

Researchers can

- Promote their profile and emblems
- Get spotted by other organisations, universities, businesses, and researchers
- Find collaboration opportunities

science4refugees

HR EXCELLENCE IN RESEARCH

SEAL OF EXCELLENCE

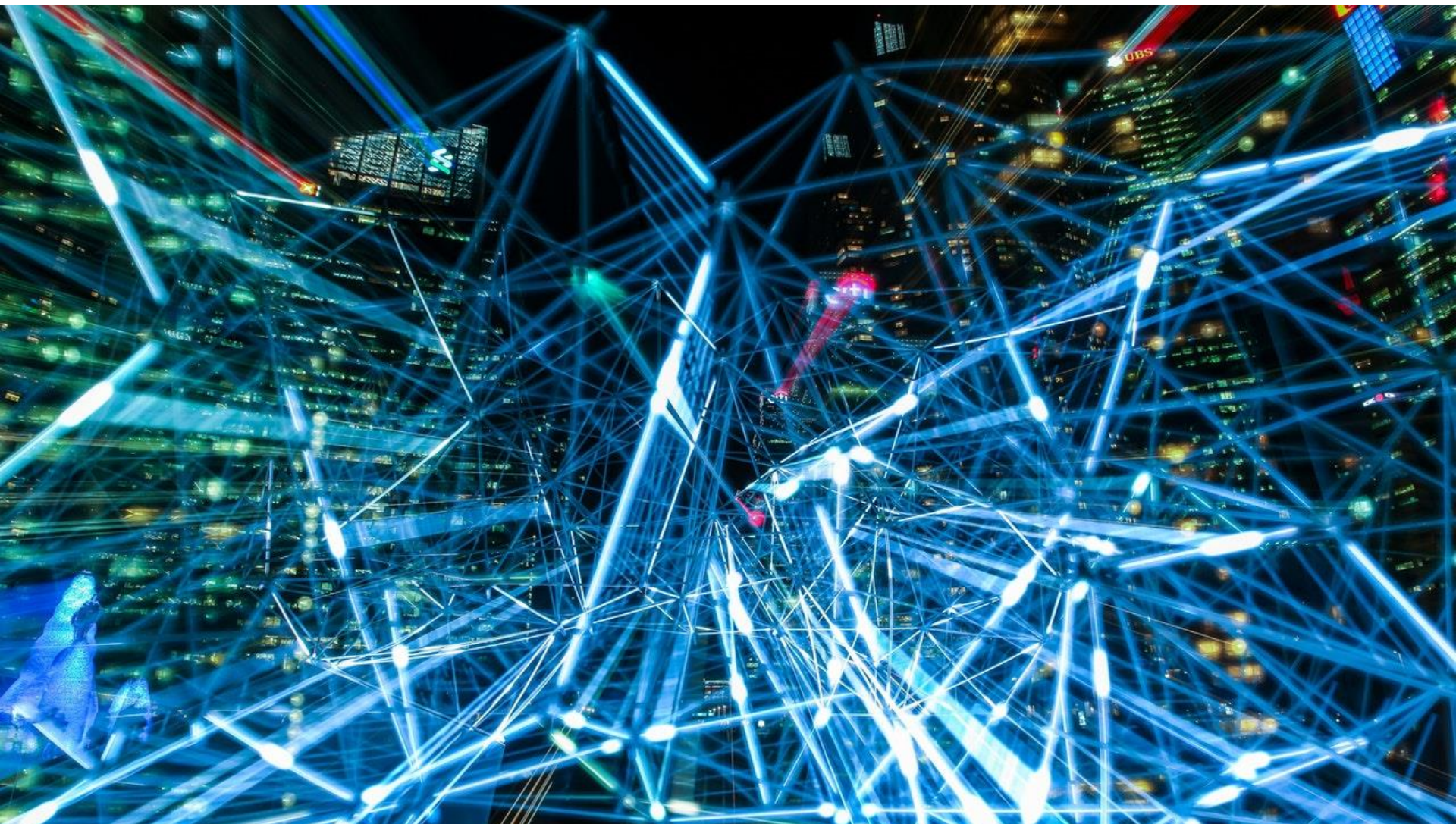JOBS & FUNDING | CAREER DEVELOPMENT | PARTNERING | INFORMATION & ASSISTANCE | NATIONAL PORTALS | EURAXESS WORLDWIDE | LOGIN / REGISTER

Searching for COLLABORATION?

The network

As a member of the EURAXESS network...

- **High visibility** as a member of a large European network and being listed in the EURAXESS services database

- A unique **professional, collaborative** and **international** environment and professional **support** enabled by networking

- **Learning opportunities** at European level with Study Visits, webinars, mentoring and e-training opportunities

- Access to EURAXESS Extranet with **communication platforms, expert advice and tools** etc.

- Collaboration at national level by sharing **expert resources**, organising regular **meetings** and training or collaborating on **joint projects.**

Geographical coverage and proximity

- 630+ support centres for researchers
- 1500+ network members
- Local, regional or national service provision

Main areas of intervention

- **Free assistance** to resident, incoming and outgoing researchers and their families – **Mobility & Career Development**
- **Guidance for institutions** on the Human Resources Strategy for Researchers (**HRS4R**)
- **Communities of practice** at national level on the Charter & Code for Researchers (mainly by BHO).

We are a network of EURAXESS centres

- National Coordinator (Bridgehead Organisation)
- EURAXESS Support Center
- EURAXESS Contact Point

Types of services

450.000 mobility issues treated yearly

Tools

QUALITY TOOLS | CAREER DEVELOPMENT TOOLS | PROMOTION TOOLS | E-TRAINING FOR STAFF
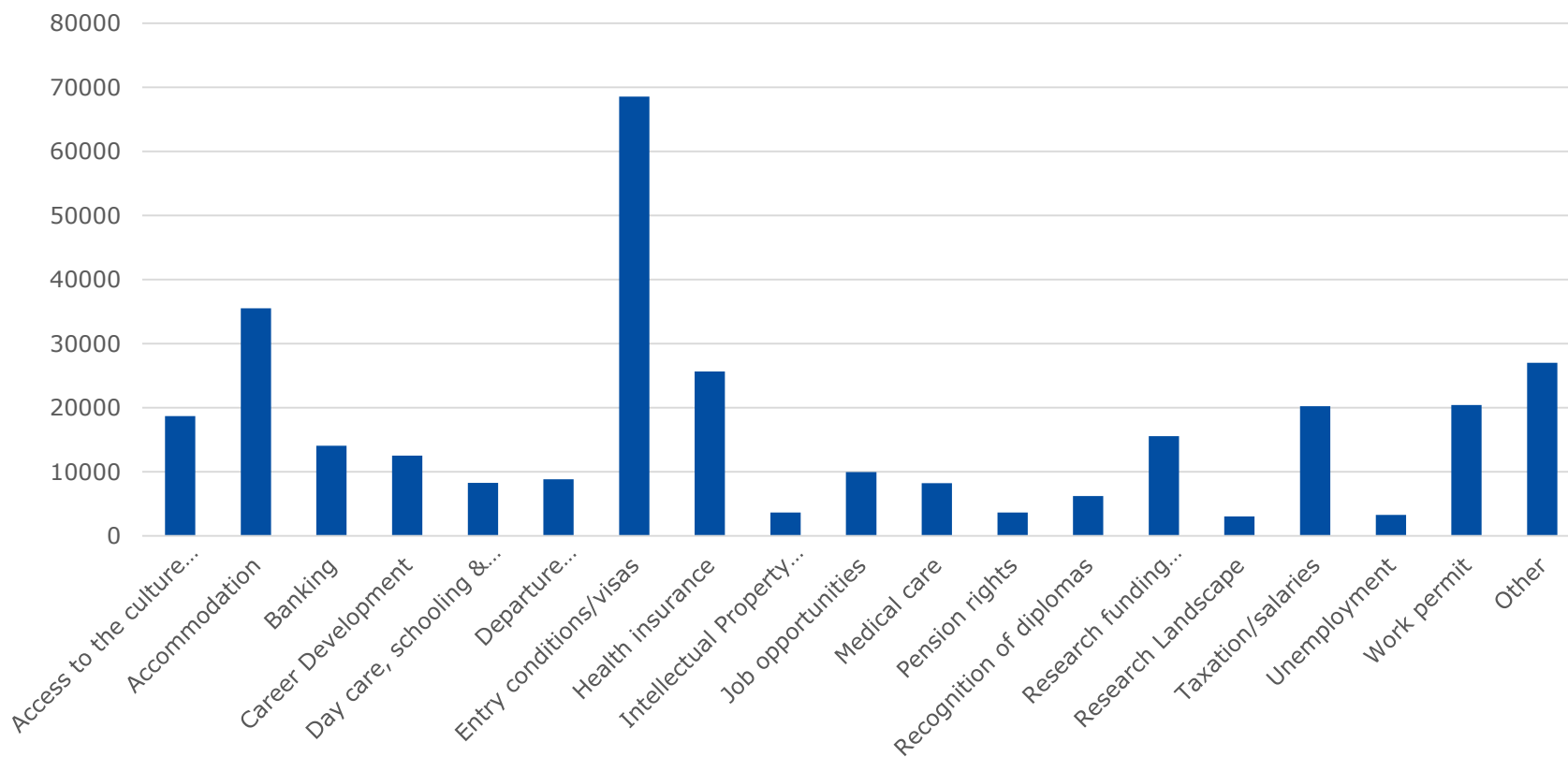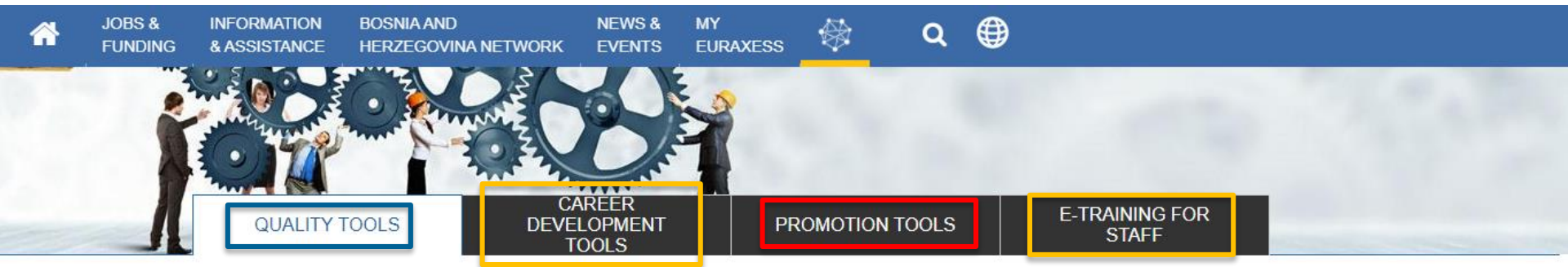
THE EURAXESS SERVICES DIMENSIONNING TOOLKIT

The EURAXESS Services Dimensionning Toolkit

This tool is made to help you with your strategic choices and at the same time with the actions needed to secure your service portfolio by providing your target group with services of good quality. The tool is quite generic in its nature. The reason for that is that it must be usable for any institution at any level. Whether you are a newcomer to the network building slowly your service portfolio or are an experienced member offering every possible services, this tool can help you with achieving your goals.

Access the Services Dimensionning Toolkit

BRIDGEHEAD ORGANISATION PERFORMANCE ASSESSMENT TOOL (PAT)

BHO Performance Assessment Tool

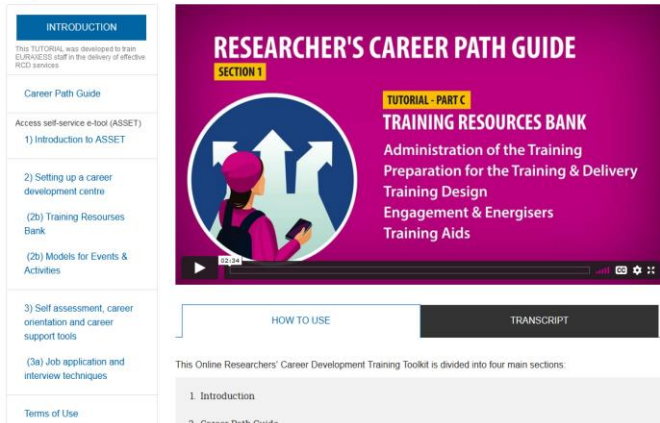This is an online instrument dedicated to **EURAXESS Bridgehead Organisation Coordinators**, helping them plan their activity on a yearly basis, also facilitating the assessment of the implementation level versus the

Career development Extranet resources

Researcher Career Development Toolkit

Training module for EURAXESS staff in Researcher Career Development with links to the relevant resources where applicable.

INTRODUCTION
This TUTORIAL was developed to train EURAXESS staff in the delivery of effective RCD services

Career Path Guide

Access self-service e-tool (ASSET)
1) Introduction to ASSET

2) Setting up a career development centre

(2b) Training Resources Bank

(2b) Models for Events & Activities

3) Self assessment, career orientation and career support tools

(3a) Job application and interview techniques

Terms of Use

RESEARCHER'S CAREER PATH GUIDE
SECTION 1

TUTORIAL - PART C
TRAINING RESOURCES BANK
Administration of the Training
Preparation for the Training & Delivery
Training Design
Engagement & Energisers
Training Aids

HOW TO USE	TRANSCRIPT

This Online Researchers' Career Development Training Toolkit is divided into four main sections:

1. Introduction
2. Career Path Guide

Resources guide

Understand the researcher career development resources available to you and how you can use them effectively to help you deliver quality services through the network by reading this brief guide.

Resources guide

RESOURCES

Researchers' careers development toolkit

EURAXESS projects have produced a range of tools and resources to support researcher career development. These are available for use directly or for you to adapt according to your local needs. There is also an online video-based training toolkit to help you understand how best to use these materials.

Access the training materials here

TRAINING

Resources for use by researchers directly

All resources intended for use by researchers directly are accessible free of charge via the main EURAXESS website without membership being necessary. It is important that any EURAXESS members delivering services in line with the EURAXESS career development service model are familiar with resources available and able to point researchers in the right direction. The tools for researchers currently available through the website are accessible **here** and include the following:

+ **No Limits Career Orientation Tool**

+ **Career Handbook for Young Researchers**

+ **Industry Career Development Module**

+ **Manual for Scientific Entrepreneurship**

+ **Researcher Careers Kit**

+ **Intercultural Assistant Tool**

+ **Talent Development Suit**

+ **Researcher Profile**

+ **Policy recommendations aimed at researchers themselves**

Training materials for staff and researchers

EURAXESS network regularly organizes trainings for researchers and service centres staff. Check current e-courses and content kits offered

ACCESS TRAINING MATERIALS
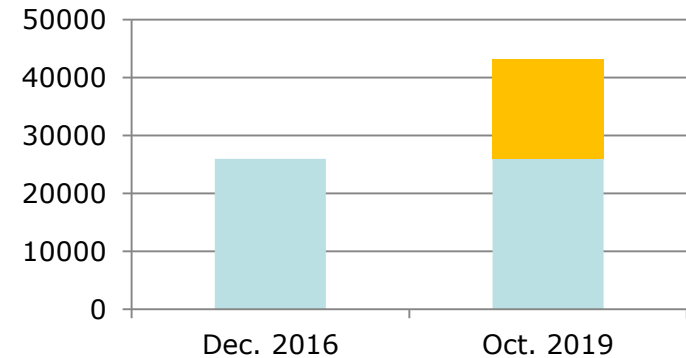
EURAXESS outside of Europe

EURAXESS Worldwide

Promote Europe as an attractive R&I destination
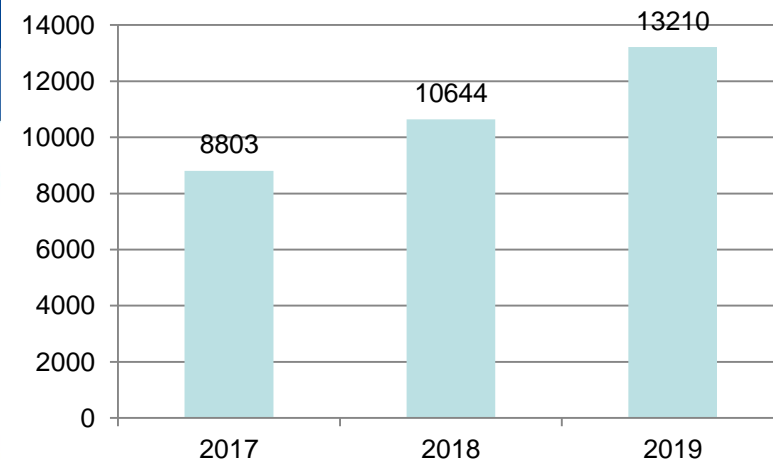
Attract R&I talent to Europe

8 international hubs (17 staff members)

8 international portals

120 events, 190 missions in 3 years

Outreach through events and missions

EURAXESS

| JOBS & FUNDING | CAREER DEVELOPMENT | PARTNERING | INFORMATION & ASSISTANCE | EURAXESS WORLDWIDE | MY EURAXESS | EXTRANET |

ASEAN
AUSTRALIA & NEW ZEALAND
LATIN AMERICA & CARIBBEAN (LAC)
CHINA
INDIA
JAPAN
KOREA
NORTH AMERICA

Worldwide hubs

- Promote ERA in the angle of mobility

- Increase research collaboration

- Organise training on funding schemes

- Info days / Events

- Create networking opportunities

Special portals – EURAXESS Worldwide

8 portals with specialised content

EURAXESS India

EURAXESS India links researchers in India with Europe. Free information and events on research funding, research careers and collaboration opportunities. EURAXESS India has been serving researchers in all fields interested in a research career in Europe since 2011.

SIGN UP AND BECOME A MEMBER FOR FREE!

EURAXESS China

EURAXESS China links researchers in China with Europe. Free information and events on research funding, research careers and collaboration opportunities. EURAXESS China has been serving all researchers interested in a research career in Europe since 2009.

SIGN UP AND BECOME A MEMBER

EURAXESS Japan

EURAXESS Japan links researchers in Japan with Europe. Free information and events on research funding, research careers, mobility and collaboration opportunities. EURAXESS Japan has been serving researchers in all fields interested in collaborating with or pursuing a research career in Europe since 2008.

SIGN UP TO THE EURAXESS JAPAN COMMUNITY

EURAXESS North America

EURAXESS North America links researchers in North America with the European Research Area. We provide free information and events on research funding, research careers and collaboration opportunities with Europe.

SIGN UP AND BECOME A MEMBER FOR FREE

Become a member of our research community and access information about fellowships, grants, collaboration opportunities and much more!

Special portals – EURAXESS Worldwide

8 portals with specialised content

University of Montenegro HRS4R

The process and actors:

- HRS4R process - engage all departments linked with researchers' HR-issues

- Work on HRS4R Strategy and Action Plan

- Apoint Committee (overseeing the process)

- Establish Working Group for implementing the process

- HRS4R strategy - consult its stakeholders and involve researchers (R1 to R4)
    - Focus groups of R1-R4 (*Analysis and comments on the Charter&Code Principles in relation to institutional and national practices and legislative*)

HR EXCELLENCE IN RESEARCH

University of Montenegro HRS4R...

HR EXCELLENCE IN RESEARCH

The process timeline	Date
Senate adopted Decision on support to start the HRS4R procedure HRS4R	**1.03.2018**
Endorsement and Commitment Letter (by Rector) to the process	**7.03.2018**
Steering Committee established (members of Rector's Collegium (regular weekly meetings) Working group appointed (representatives of management (also researchers), members of administrative staff including legal department, international relations	**7.03.2018**
Working group coordinates and draft Gap Analyses	**03.2018 – 03.2019**
2 Focus groups (R1-R4) establsihed to work on the analysis and provide comments on the Charter&Code Principles in relation to institutional and national practices and legislative. Focus groups and the Working group held a Workshop discussing draft version final version of the Gap Analysis was drafted and submitted to the Steering Committee.	

HR EXCELLENCE IN RESEARCH

The UCG HRS4R Key Milestones	Dates
UCG Self-evaluation Report - Institutional Evaluation programme – European University Association (November 2017-February 2018)	**February 2018**
Working group submitted draft Gap analysis and the Action Plan to Steering Committee	**Macrh 2019**
Developing Gap Analyses and Action Plan	**03.2018 – 03.2019**
HRS4R Strategy and the Action Plan adopted by Senate	**12.4.2019**
HRS4R Strategy and the Action Plan submitted to EC	**21.6.2019**
HRS4R Consensus report i logo awarded	**6.1.2020**
Renewal every 2 years	6.1.2022

Follow and Contact

University of Montenegro
Euraxess Service Centre

Contact person: MSc Srna Sudar

Address: Cetinjska 2, Podgorica
Phone: +382 (0) 20 414 204
Fax: +382 (0) 20 414 283
E-mail: euraxess@ucg.ac.me