

Erasmus+ Placement Offer – NOVA University Lisbon Spring 2027

Are you passionate about international education and looking to gain hands-on experience in a dynamic, multicultural environment? The **International Mobility Unit (UGMI)** at the NOVA University Lisbon (rectorate) is looking for an enthusiastic Erasmus+ trainee for the upcoming Spring semester!

Role & Responsibilities

As an intern at UGMI, you will play an active role in supporting our global academic community. Your main tasks will include:

- **Mobility Support:** assisting with international mobility procedures for both EU and non-EU Partner countries.
- **Internal Communication:** sharing crucial information (student nominations, international agreements, and partner requests) with NOVA's various academic units.
- **Event Coordination:** providing hands-on logistical support for international events, staff-weeks and workshops hosted at NOVA.
- **Administrative Back-Office:** handling essential daily administrative tasks to ensure smooth operations within the unit.

Requirements

To be eligible for this placement, you must meet the following criteria:

- **Erasmus+ Funding:** your traineeship **must** be approved and funded by your home university's Erasmus+ grant.
- **Duration & Availability:** able to commit to a mobility period of **at least 6 months**, ideally starting in **early January 2027** through **late June 2027** (some flexibility is possible).
- **Language Skills:** proficient in **English** (written and spoken), plus intermediate knowledge of another European language.

How to Apply

If you are ready to join our team, please submit your application in English:

- **Required Documents:** Curriculum Vitae (CV) and a Motivation Letter in English, indicating your preferred period of mobility.
- **Email to:** erasmus@unl.pt
- **Email Subject:** Application UGMI_Spring Semester 26/27

Application Deadline: September 30th, 2026

⚠ *Applications will be reviewed on a rolling basis. Priority will be given to outstanding candidates who are fully available to start their 6-month mobility in January 2027.*