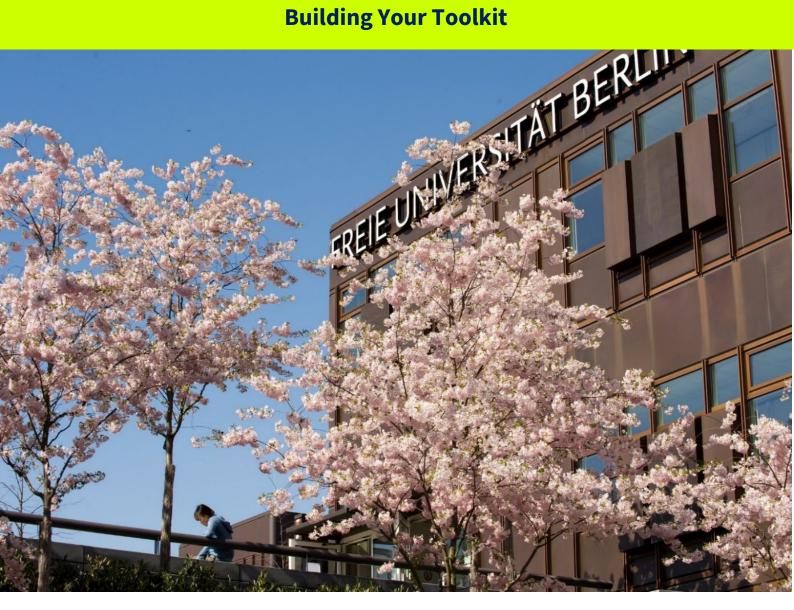


# **FUB International Staff Training Week 2025**

June 23 – June 27

**Onboarding and Retaining New (International) Staff Members: Building Your Toolkit** 







# Monday, June 23

# Welcome to Freie Universität Berlin's 13<sup>th</sup> International Staff Training Week

11:30	Arrival of participants and registration
12:00	<b>Welcome address</b> by Vice President International Affairs Prof. Dr. Verena Blechinger-Talcott Welcome and presentation of Freie Universität Berlin Dr. Herbert Grieshop, Head of International Affairs Division
13:00	Welcome to FUB's International Staff Training Week Meet the organizing team
13:20	Group Picture
13:30	Lunch
15:00	Scavenger Hunt on FUB Campus
18:00	International Summer Reception Harnack House

## Tuesday, June 24

9:30	Welcome & getting to know each other Program overview
10:00	The framework in which we operate: (Intercultural) challenges faced by local staff and new international staff joining our institutions
10:45	Coffee break
11:00 model	Handling intercultural challenges: Analyzing Critical Incidents using the CPSI
12:30	Lunch
14:00	Introducing FUB's Welcome Service: How we support new staff members
14:30	The Onboarding Process in theory
14:45	Coffee break & ice breaker
15:15	The Onboarding Process in practice: Best practice examples from participant's home institutions

#### 16:30 End of program

18:00 Optional Event: An evening out with your track

#### Wednesday, June 25

- 9:30 Good morning & check-in
- 10:00 Staff retention methods at FUB: Inputs from key players
- 11:30 Lunch
- 12:30 Staff retention: Best practice examples from participant's home institutions
- 13:00 Implementing staff retention methods at your institution: Brainstorm in groups
- 14:00 End of program free afternoon for individual appointments and activities
- 17:00 Optional Event: Berlin River Cruise

### Thursday, June 26

- 9:30 Good morning & check-in
- 09:45 Experiencing the trials and tribulations of getting settled abroad: A simulation
- 10:30 Coffee break & group photo
- 11:00 Supporting international staff: Panel discussion
- 12:00 Lunch
- 13:30 Supporting international staff: Best practice examples from participant's home institutions
- 14:30 Intercultural trainings in university settings
- 15:00 Summary & program round-up
- 16:00 Freie Universität Berlin Summer Party 2025 and CampusRun

#### Friday, June 27

Team Event at FUB's Aquatic Sports Center & Farewell

- 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