

Call of applications for awarding research fellowship

Job Offer: **Research Fellowship for MSc degree holders**

Reference: BI_HEI-Lab_2024_1

Principal Research Area: **Psychology**

Objective and Description:

COFAC, Cooperativa de Formação e Animação Cultural crl/ Universidade Lusófona, is seeking a MSc in Psychology to apply to a Research Fellowship for R&D, for the R&D institution HEI-Lab, ref. UIDB/05380/2020, financed by national funds by FCT / MCTES (FCT, I.P.).

1. Number and type of contract: 1 (one) research fellowship

2. Scientific Area: Psychology

3. Funding source: The fellowship and all the complements associated, will be financed by “Fundação para a Ciência e Tecnologia, I.P.” / MCTES (FCT, I.P.), thought the research unit HEI-Lab, ref. UIDB/05380/2020.

4. Recipients: Research Fellowship - intended for registered candidates and/or candidates who meet the necessary conditions to enroll in a study cycle leading to an academic degree or in a course that does not confer an academic degree.

5. Eligibility of candidates: National citizens or citizens of other member states of the European Union; Citizens of third countries; Stateless persons; Citizens benefiting from political refugee status

5.1 Candidate Admission Requirements:

- a) Candidates with a Master's in Health Psychology and Neuropsychology with at least 17 values (final classification);
- b) Fundamental knowledge and Research experience in the area of Basic and/or Applied Psychology;
- c) Training in developmental neuropsychology research methods;
- d) Fluency of both Portuguese and English languages (spoken and written);
- e) Fundamental knowledge of statistical software (e.g., SPSS, STATA);
- f) Motivation for interdisciplinary work and good organization.
- g) Enrolled in a study cycle leading to the award of an academic degree or in a course not leading to an academic degree.

5.2 Application Admission Requirements

It is essential, under penalty of non-admission to the Competition, to attach the following documents to the application:

- Candidate's CV should indicate the email address, and all scientific production (scientific articles, books, chapters, communications, etc.) must be accessible at ORCID or CiênciaVITAE platform, or in PDF format;
- Certificates of qualification of the academic degrees held, necessarily specifying the final classification and, if possible, the classifications obtained in all disciplines;
- Motivation Letter;
- Letters of Recommendation (maximum two) that refer to the context of the candidate's academic and/or professional relationship with the recommender, indicating the reference of this application;
- Any other documents that candidates consider to be relevant for assessing their merit;
- The application and all documents associated with it, including letters of motivation and recommendation, must be written in Portuguese or English.
- Notes:
 - Recognition of Foreign Degrees and Diplomas - In the case of academic degrees awarded by foreign higher education institutions, and in order to guarantee the application of the principle of equal treatment to candidates who hold foreign and national academic degrees, the recognition of these degrees is mandatory and the conversion of the respective final classification to the Portuguese classification scale. The recognition of foreign academic degrees and diplomas as well as the conversion of the final classification to the Portuguese classification scale can be requested at any public higher education institution, or at the Directorate-General for Higher Education (DGES, only in the case of automatic recognition). Regarding this matter, we suggest consulting the DGES portal at the following address: <http://www.dges.gov.pt>.
 - Documents proving the ownership of academic degrees and diplomas, or their respective recognition when they have been awarded by foreign higher education institutions, may be waived during the application phase, being replaced by the candidate's declaration of honor, with verification of this condition only during the scholarship contracting phase. This declaration must certify facts that occurred on a date prior to the application.

6. Legislation framework:

Research Fellowship Holder Statute, in accordance with Law 40/2004, of 18 August, in its current version and the FCT Regulation for Research Studentships and Fellowships, in its current version (Reg. 950/2019 published in DR on 16th December: <https://dre.pt/application/file/a/127230968>, or at the FCT website: <https://www.fct.pt/financiamento/programas-de-financiamento/bolsas/>).

7. Contract institution:

COFAC- Cooperativa de Formação e Animação Cultural CrI

7.1 Host research unit and supervision:

Work will be developed at Universidade Lusófona (Porto) in the frame of the HEI-Lab research unit, under the scientific supervision of Professor Ines Jongenelen.

8. Fellowship duration:

The duration of the scholarships is 3 months (not renewable).

8.1 Monthly allowance: The fellowship allowance will correspond to the value established for Research Scholarships, according to the table of values for FCT, I.P. scholarships. ([Table of monthly maintenance subsidies of the FCT I.P. Research Grants Regulation](#)).

8.2 Other benefits: The fellowship holder will have a personal accident insurance and can ensure the right to social security through adherence to the voluntary social insurance scheme, if not covered by any other social protection scheme, pursuant to *Código dos Regimes Contributivos do Sistema Previdencial de Segurança Social*.

8.3 Exclusive regime: The fellowship will be carried out on an exclusive basis, under the terms of FCT Regulation for Research Studentships and Fellowships and applicable research grant regulations.

9. Application deadline and form of submission of applications: The competition is open between April 23rd and May 8th, 2024. Applications and application support documents provided for in this notice must be submitted here: <https://forms.gle/vSy84PFZXHZ4U2ZM8>. Each candidate may submit only one application, under penalty of cancellation of all applications submitted. Providing false statements or carrying out acts of plagiarism by candidates is grounds for canceling the candidacy without prejudice to the adoption of other sanctioning measures.

10. Assessment and selection criteria and procedures:

Applications considered admissible will be scored on a scale of 0 to 100 in each of the following evaluation criteria:

- A) Final classification in the Master's in Health Psychology and Neuropsychology degree higher than 17 values (15%)
- B) Experience and training in Basic and/or Applied Psychology (35%)
- C) Training in developmental neuropsychology research methods (25%)
- D) Demonstration of fundamental knowledge of statistical software (e.g., SPSS, STATA) (15%)
- E) Motivation and Recommendation Letters (10%)

For the purposes of deciding on granting scholarships, candidates will be ranked according to the weighted average of the classification obtained in each of the two criteria, translated by the following formula:

$$\text{Merit Rating} = (15\% \times A) + (35\% \times B) + (25\% \times C) + (15\% \times D) + (10\% \times E)$$

The Jury may decide to call the **three best-ranked candidates** for an interview, applying, in this case, the following evaluation sub-criteria:

- a) Attitude and critical sense (40%)
- b) Candidate motivation (40%)
- c) Global assessment (20%)

If an interview is carried out, the final Merit and Interview classification will be obtained by applying the following formula:

$$\text{Final Classification} = (\text{Merit} \times 0.7) + (\text{Interview} \times 0.3)$$

The jury may not award the scholarship if the quality of the candidates is lower than intended.

The candidate will be asked to participate in R&D activities taking place at the Lusófona University (Lisbon) and the CERIS Research Center (Instituto Superior Técnico, University of Lisbon).

11. Composition of the Selection Jury

President of the Jury: Inês Martins Jongenelen, Associate Professor

Effective members of the Jury:

- Raquel Alexandra Gonçalves Costa, Associate Professor
- Tiago Miguel Pires Pinto, Assistant Professor

Alternate members of the Jury:

- Diogo Jorge Pereira Do Vale Lamela Da Silva, Associate Professor
- Joana Rita Pasion Ferreira, Assistant Professor

12. Disclosure of results:

The final results of the assessment will be published through a list ordered by the grade obtained, posted in a visible and public place in the host unit and also via email to all candidates. The notification will be sent to the email address used/indicated by the candidates when submitting the application. The selected candidate must express in writing their intention to accept the scholarship. In case of non-acceptance, the scholarship will be awarded to the candidate in order of final ranking.

13. Complaint and appeal procedures:

In case of negative decision, the candidates have 10 business days, after the date of announcement of the results of the candidates evaluation, to pronounce their disagreement in accordance with the Código do Procedimento Administrativo. (DL n° 4 /2015 of January 7). A complaint may be filed regarding the final decision, within 10 working days, addressed to the President of the Jury.

14. Requirements and mandatory documents for Granting a Scholarship:

Research grant contracts are concluded directly with COFAC. The following documents must be sent, when the scholarship is awarded, for contracting purposes:

- Copy of civil, tax and, when applicable, social security identification document(s);
- Copy of qualification certificates for the required academic degrees;
- Presentation of the recognition of foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable;
- Work plan;
- Document proving registration and/or enrollment in a course (if applicable).

The granting of the scholarship is also dependent on: compliance with the requirements set out in this Opening Notice and the result of the scientific evaluation. Failure to deliver any of the documents necessary to complete the grant contracting process, within 3 months from the date of communication of the decision to conditionally grant the grant, will result in the forfeiture of said grant and the closure of the process.

15. Financing:

Payment of scholarships will begin after candidates return the duly signed scholarship contract to this entity, which must occur within a maximum period of 15 working days from the date of receipt.

16. Components of the Exchange

Scholarship holders are awarded a monthly maintenance allowance in accordance with the table in Annex I of the RBI. The scholarship may also include other components, under the terms set out in article 18 of the RBI and for the values set out in its Annex II. All scholarship holders benefit from personal accident insurance for research activities. All scholarship holders who are not covered by any social protection regime can ensure the exercise of their right to social security by adhering to the voluntary social insurance regime, in accordance with the Code of Contributory Regimes of the Social Security Pension System, COFAC ensuring the charges resulting from contributions under the terms and with the limits set out in article 10 of the EBI.

17. Payment of Scholarship Components

Payments due to the scholarship holder are made via bank transfer to the indicated account.

18. Scholarship Renewal Terms and Conditions



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Renewal of the scholarship always depends on a request submitted by the scholarship holder, within 60 working days prior to the renewal start date, accompanied by the following documents: opinions issued by the supervisor/s and by the host entity/ies on the monitoring of the scholarship holder's work and evaluation of their activities; updated document proving compliance with the exclusive dedication regime; document proving renewal of enrollment in the study cycle leading to a doctorate degree.

19. Non-Discrimination and Equal Access Policy

Universidade Lusófona promotes a policy of non-discrimination and equal access, meaning that no candidate can be privileged, benefited, harmed or deprived of any right or exempt from any duty due to, in particular, ancestry, age, sex, orientation sexual, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and union membership.