

NOTICE OF FOR 1 (ONE) RESEARCH STUDENTSHIP/S, FOR THE PROJECT FOR THE RESEARCH GROUP ON RELATIONSHIPS, CHANGE PROCESSES AND WELLBEING OF THE CENTER FOR PSYCHOLOGY AT UNIVERSITY OF PORTO, AT THE FACULTY OF PSYCHOLOGY AND EDUCATION SCIENCES OF THE UNIVERSITY OF PORTO

The Faculty of Psychology And Education Sciences of the University of Porto hereby opens this call for applications for a 1 (one) research studentship, for a student enrolled in a master OR doctoral programme or a degree's OR master's enrolled in a non-degree course, to carry out R&D activities within the scope of the research group "Change Processes And Wellbeing" (Ref. UIDB/00050/2020), financed by the Portuguese Science and Technology Foundation / Fundação para a Ciência e a Tecnologia, IP (FCT), at the Department of Faculty Of Psychology And Education Sciences Of The University Of Porto, under the following conditions:

1. Research area/s: Psychology.

2. Admission requirements:

To apply for the research studentship, applicants must comply with the following requirements, for which documentary evidence must be provided:

- a) Degree **OR** Master degree in Psychology or related scientific areas¹;
- b) To be a student enrolled in a master **OR** doctoral programme in the area of Psychology or related areas or be enrolled in a non-academic degree course integrated in the educational project of the institution developed in association or cooperation with one or several R&D units - this requirement must be proven at the time of contracting²;

3. Preferred requirements:

- a) Experience in developing systematic literature reviews, including narrative review and meta-analysis skills, preferably in the field of family and/or reproductive health studies;
- b) experience in processing and analyzing quantitative data, preferably in the field of family and/or reproductive health studies;
- c) Proficient command of the English language, written and spoken;
- d) Intention to pursue a doctorate within the scope of the project theme (to be mentioned in the motivation letter);
- e) Immediate availability (to be mentioned in the motivation letter)

¹ If the academic degree was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, under the terms of article 25 of Decree-Law no. 66/2018, of August 16, which approves the legal framework for the recognition of academic degrees and higher education diplomas awarded by foreign higher education institutions, and article 4(2)(e) of Decree-Law no. 60/2018, of August 3, and any formalities set out therein must be fulfilled by the date of the act of hiring.

² Proof of registration must be submitted by the date of recruitment and applicants may attach a declaration on their honor that they meet the registration conditions for the purposes of their application.

4. Work Plan:

4.1. The activities to be developed by the scholarship holder include collaboration in the 'Families & Reproductive Health studies' of the DRPMBE group, under the guidance of Prof. Mariana Veloso Martins. Research activities will be developed in reproductive literacy and supporting decision-making in medically assisted reproduction. The scholarship holder will collaborate in all scientific and project management support activities:

- a) literature review and systematic review and meta-analysis skills;
- b) processing and analysis of quantitative data;
- c) writing scientific articles in English;
- d) support in the dissemination and communication of results to the scientific community and the general public.

4.2. When the academic degree or diploma is awarded during the term of the studentship contracts, the studentship may continue as long as the activities provided for in the work plan have not been completed and under the terms specifically provided for in the call for applications and in the contract, in accordance with Article 10(6) of the University of Porto's Research Studentship Regulation.

5. Applicable Legislation and Regulations:

The call for applications and the respective award of the studentship are governed by the provisions of the University of Porto's Research Studentship Regulation - approved by Regulation no. 184/2021, published in *Diário da República*, 2.ª Série, n. 43, 03rd March, hereinafter referred to as the Regulations no. 43, of 03rd March; the legal framework for the recognition of academic degrees and higher education diplomas awarded by foreign higher education institutions; the Code of Administrative Procedure (CPA), approved by Decree-Law no. 4/2015, of 7th January; the Research Fellow Statute (EBI), approved by Law no. 40/2004, of 18th August, in the current wording published by Decree-Law no. 123/2019, of 28th August and; other applicable rules.

6. Workplace:

The work plan will be developed at the Department Psychology Center of the University of Porto, under the scientific supervision of Professor Mariana Veloso Martins, a researcher at the CPUP, DRPMBE.

7. Duration:

The research fellowship will have a duration of 6 months, to start by September 15, 2024, on an exclusive dedication basis, potentially renewable, after a positive evaluation, up to the limit of the work plan execution period or the funding duration, and under no circumstances can it exceed four years when the fellowship has been awarded to a student enrolled in a doctoral program or one year when the fellowship has been awarded to a master's degree holder enrolled in a non-degree granting study cycle in accordance with paragraph 3 of article 10 of the University of Porto's Research Fellowship Regulation.

8. Monthly maintenance allowance amount:

8.1. The monthly maintenance allowance for the scholarship is €1.259,64, in accordance with Annex I of the University of Porto's Research Scholarship Regulations, updated by Rectorial Order No. GR04/02/2024 of February 14, 2024, which changes the value of the University of Porto's research scholarships for the year 2024.

8.2. Payment will be made by Fpceup by bank transfer. In addition to this allowance, the studentship holder will be covered by personal accident insurance.

8.3. The studentship holder can join the Voluntary Social Insurance Scheme (valid for a studentship contract of six months or more), which is optional (not compulsory) and the reimbursement corresponds to the 1st step of the contribution base.

9. Evaluation methods:

9.1. The selection methods are as follows: curricular assessment (AC – abbreviation in Portuguese) with a weighting of 70% and, optionally, complemented by an interview (ENT – abbreviation in Portuguese) with a weighting of 30%, which will only take place when the Jury considers that the AC does not allow it to clarify, in the intended manner, the real competences of the candidates or to distinguish which candidate is best suited to the position and functions to be performed. If this is the case, the interview will be carried out with the 4 (four) candidates best classified in the AC.

9.2. Each member of the Jury will assess the selection methods on a scale of 0 to 100 points.

9.3. The criteria and weighting factors for the curricular assessment (AC) are:

- a) final grade of the Master's (0 to 20 points);
- b) experience in systematic review of methods for collecting and analyzing quantitative data (0 to 20 points);
- c) advanced proficiency in Portuguese and English (0 to 15 points);
- d) intention to pursue a PhD under one of the project's themes (5 points)
- e) immediate availability (0 to 20 points);
- f) motivation letter, including brief description of the most relevant scientific work (0 to 20 points%)

9.4. The following are the criteria and weighting factors for the interview (ENT), should it be held:

- a) ability to express oneself and be fluent both in Portuguese and English (50 points);
- b) Specific knowledge for the implementation of the work plan (50 points).

9.5. The candidates may ask the President of the Jury to authorize their interview to be conducted by videoconference, stating the reasons for this.

9.6. Failure to attend the interview stage of the selection process is equivalent to withdrawing from the competition, and applicants will be excluded from the competition.

9.7. The Final Classification (CF - abbreviation in Portuguese) will be obtained by applying the following formula: **CF = (0,7*AC) + (0,3*ENT)**. If the Jury decides that conducting the interview is not necessary, CF = AC.

9.8. This competition is intended exclusively to fill the vacancy indicated. In the event that no candidate demonstrates that they have the profile required to fulfil the work plan described above within the scope of this project, the Jury reserves the right not to award the position.

10. Selection panel:

Chair – Professor Célia Sales, Associate Professor FPCEUP;

1st effective member – Professor Mariana Martins, Assistant Professor FPCEUP;

2nd effective member – Doctor Tiago Ferreira, Researcher FPCEUP;

Substitute member – Professor Paula Mena Matos, Associate Professor FPCEUP;

Substitute member – Professor Tiago Bento Ferreira, Assistant Professor at University of Maia.

11. Submission of applications:

11.1. The applications must be submitted until **02 of August 2024 (23:59 - Lisbon)**.

11.2. The candidates must be formalized using the online application submission system available on the FPCEUP website: https://sigarra.up.pt/fpceup/pt/CNT_CAND_GERAL_CONCURSOS_LIST (Ref.2024/25, no.117).

11.3. The application must be accompanied by documents proving the conditions set out in this Notice, namely:

- a) Motivation letter, mentioning the availability and justifying the application, motivation for the work plan and possible interest in carrying out a PhD thesis. The Motivation Letter must be written in English and may not exceed 800 words*;
- b) *Curriculum Vitae*, indicating the full name and address and academic and curricular path. The Curriculum vitae must be written in Portuguese or English and may not exceed 3 pages;
- c) Brief description of the scientific work considered most relevant by the candidate (e.g., master's thesis or scientific article), highlighting its objectives, method and main conclusions. This description must be written in English and may not exceed 400 words;
- d) Certificate(s) copy, indicating the final classification and the classification of the master's thesis;
- e) Proof of the required experience;
- f) Declaration of eligibility (attached);
- g) Other documents that the candidates consider to be relevant for the assessment of their merit.

11.4. The candidates may also attach any other documents they feel are relevant to assessing their merit.

11.5. Failure to comply with the application submission deadline, failure to submit or late submission of the documents referred to in points a) to d) of paragraph 11.3. will result in the application being excluded.

11.6. The documents must be attached directly to the application message, without links to external platforms/disks. In order to ensure that all documents can be read, the preferred saving format is "Portable Document Format" (.pdf). The files must be labelled with the name and surname of the applicant and must not exceed 5 MB in total. These files can be compressed into .zip format.

12. False declarations:

False statements made by candidates will be penalized in accordance with the law.

13. Notification of results:

13.1. Applicants will be notified of the minutes relating to the application assessment phase(s) sent to them by email, to the address they provide for this purpose, with a receipt of delivery.

13.2. Notifications are made by email, under the terms of articles 112(1)(c) and 113(5) of the CPA.

13.3. Under the terms of article 121 et seq. of the CPA, once notified, candidates have 10 working days to comment in writing.

14. Booking list:

A booking list will be drawn up on the basis of the final ranking list, which may be used in the event of the first-placed candidate withdrawing. The Faculty's highest authority reserves the right to call the next candidate, and so on, until the vacancy is filled. This reserve list may be used for a maximum period of 12 months from the date of approval of the final ranking list.

15. Policy of non-discrimination and equal access:

The University of Porto actively promotes a policy of non-discrimination and equal access, so that no applicant may be privileged, benefited, disadvantaged or deprived of any right or exempted from any duty on the grounds of ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and trade union membership.

STATEMENT

(for the purpose of applying for a Research Fellowship)

For the purposes of complying with the provisions of paragraphs 2 and 3 of article 10 of the Regulation of Research Grants of the University of Porto, I declare that:

- I have not entered into any Research Fellowship contract to date under the Research Fellowship Statute;
- To date I have entered into the following EBI Research Grant agreements:

Scholarship Typology	Start Date	End Date	Contracting Entity

I further declare that I meet the conditions of eligibility to join this scholarship, as required under the terms of the aforementioned regulation.

As it is true, I sign this declaration.

Date

Signature

RESEARCH FELLOWSHIP CONTRACT

BETWEEN:

FIRST: University of Porto, public foundation under private law, legal entity with NIPC 501413197 and NISS 20008871411, through its organic unit, _____ of the University of Porto, with administrative autonomy, headquartered at _____, with NIPC _____, represented in this act by Professor Doctor _____, as Director of the OU of the financing entity, hereinafter referred to as "First Party",

SECOND: _____ (name), bearer of citizen card No. _____, taxpayer No. _____ and beneficiary of Social Security No. _____, resident in _____, hereinafter referred to as "Second Party",

Considering that:

The application requirements for awarding the scholarship under the _____ competition have been met (identification of the competition / reference of the notice of the opening of the competition), the evaluation process of the candidates and dissemination of the results has been completed and the required documentation has been received.

This research fellowship/science and technology management/ (other) agreement is entered into in good faith, and reciprocally accepted, under the Research Fellowship Statute, approved by Law No. 40/2004, of August 18, in accordance with current stipulations, and governed by the following clauses:

CLAUSE ONE

The First Party agrees to grant the Second Party a research grant _____, within the scope of the _____ project, beginning on _____, and ending on _____.

CLAUSE TWO

The Second Party declares to be aware of the FCT Research Scholarship Regulation, as it is subsidiarily applicable.

CLAUSE THREE

The Second Party agrees to carry out the work plan attached to this contract, the content of which it declares to have taken full knowledge and understanding, and accepting all conditions without reservations, from the aforementioned start date and on an exclusive dedication basis, pursuant to article 5 of the Research Fellowship Holder's Statute.

CLAUSE FOUR

The Second Party will carry out the work at _____ of the University of Porto, which functions as a Host Institution, having as Scientific Advisor Professor. Availability to start functions from November 1, 2022, to be indicated _____ in _____ the motivation letter.

CLAUSE FIVE

1. The amount of the monthly maintenance allowance awarded is of _____ € (amount written in full).
2. The Second Party also benefits from personal accidents insurance during the length of the scholarship, the conditions of which it declares full awareness of and accepts without reservations.

CLAUSE SIX

The First Party may cancel the scholarship and the Second Party is obliged to refund all or part of the amounts received in the following cases:

- a) Serious and repeated non-compliance with the duties of the Second Party contained in the Statute of the Research Fellow and *the FCT Research Fellowship Regulation*, for reasons attributable to it;
- b) Negative evaluation of the Second Party's performance carried out by the supervisor or the host entity under the terms provided for in *the FCT Research Scholarship Regulation*;
- c) Provision of false statements by the Second Party on matters relevant to the granting and renewal of the scholarship or to the appreciation of its development.

CLAUSE SEVEN

Without changes to the provisions of the previous clause, this agreement automatically terminates with:

- a) The completion of the activity plan
- b) *End* of the term for which the scholarship is awarded;
- c) The repeated non-compliance by one of the parties;
- d) Revocation by mutual agreement;
- e) Establishment of a legal-work relationship with the host entity.
- f) Eligibility statement

CLAUSE EIGHT

1. The rights and duties of the parties are those resulting from the provisions of the Research Fellowship Holder Statute.
2. The Fellow declares to have taken note of the Research Fellow's Statute and the applicable Regulation(s) and commits to observing its provisions.

CLAUSE NINE

It is agreed between the parties that in case of need and to resolve any issues arising from this contract, the Court of the District of Porto will have jurisdiction, expressly waiving any other.

CLAUSE TEN

Any change to be made to the contract in the course of its execution will be subject to prior written agreement.

CLAUSE ELEVEN

1. This contract takes effect on the date of its signature by both parties.
2. The concrete definition of the activities referred to in the previous paragraph is the responsibility of the First Party, after hearing the Second Party and the Scientific Advisor, and they must be present in the definition of activities as well as when signing the agreement, as stated in the previous clause.

CLAUSE TWELVE

1. The Second Party agrees to keep confidential any information of a confidential nature to which it has access during the provision of its work, and to use it only for the purpose of complying with the provisions of this scholarship agreement and for the benefit of the First Party.
2. The Second Party, in the exercise of its functions, is bound by the specific duty of professional secrecy, under the terms and in accordance with the current legislation regarding the protection of personal data, remaining applicable even after the termination, for any reason, of the effects of this scholarship agreement.
3. The Second Party further acknowledges that all documents containing confidential information are the exclusive property of the First Party, being obliged to keep such documents always properly protected and to return them before the end of the scholarship agreement.

CLAUSE THIRTEEN

1. The First Party, better identified in this agreement, is responsible for the processing of the second party's personal data.
2. The personal data collected and processed are those strictly necessary for the execution of this scholarship agreement and for compliance with the legal provisions to which the First Party is bound.
3. The processing of this data will be carried out in accordance with the current legislation on the protection of personal data and in accordance with the data protection policy of the University of Porto.
4. The First Party provides the second party with information regarding the processing of its data, in compliance with the principle of lawfulness, loyalty and transparency (attached document that forms an integral part of this contract).

CLAUSE FOURTEEN

1. The industrial property rights over the inventions or creations made by the Fellow during the execution of this contract belong to the University of Porto.
2. The University of Porto guarantees, as a general principle, the attribution of copyright to the scholarship holder over literary, scientific and artistic works conceived and made by the Second Party.
3. The exception to the preceding paragraph is in regards to works that have been created at the request of the University or to be published or disseminated on behalf of the University, as the University will be organising and directing their production.

This contract is made in duplicate and a copy is intended for each of the grantors, with a copy is sent to the scientific advisor.

Attached: work plan signed by the Second Party and the Scientific Advisor.

Porto, ____ of _____ of _____

The First Party

The Second Party

(Professor X)

NAME

Attachments to the Agreement

Disclosure of usage of personal data

1. Purpose of data processing

Personal data is collected for specific, explicit and legitimate purposes, and may not be further processed in a manner incompatible with those purposes.

In this context, the processing has as its exclusive purpose the management of human resources and fulfilment of obligations and exercise of specific rights of the data manager or the data subject in relation to the applicable legislation, namely social protection, administrative management of the activity, insurance policy subscription and personal accident process management.

2. Lawfulness of data processing

The processing of the personal data collected is necessary for the execution of the contract to which the data subject is a party and for compliance with the legal provisions to which the data manager is obliged.

The personal data processed are adequate, relevant and strictly necessary to carry out the aforementioned purposes, respecting the principle of minimization.

3. Recipients of the data

Within the scope of this contract, the data will be communicated to the competent entities by virtue of a legal provision, or at the request of the data subject.

4. Retention period:

Whenever there is no specific legal requirement, the data will be stored and kept in a way that allows the identification of the subjects only for the period necessary to fulfil the purposes that motivated their collection and treatment.

The information may not be kept beyond 10 years after the termination of the employment relationship.

Personal data may be kept for a maximum period of one year after the termination of the employment relationship with the entity, without harm to its conservation in case of judicial proceedings beyond that period, up to a limit of six months after the final decision.

6. Rights of data subjects

Data subjects are guaranteed the right to information, access, rectification, limitation of processing and deletion of their personal data, provided that it does not conflict with other legally protected rights or interests.

6. Principle of integrity and confidentiality

Personal data is processed in such a way as to ensure its security and confidentiality, including protection against its unauthorised or unlawful processing and against its accidental loss, destruction or damage.

For more information about data collection and processing, the U. Porto recommends the consultation of the Personal Data Protection Policy of U. Porto, which is available on SIGARRA of U. Porto (institutional website), on the home page under "Data Protection Policy", and is also available on the organisational website, under the "Data Protection" tab

RESEARCH FELLOWSHIP ACTIVITIES FINAL REPORT TEMPLATE

(to be completed by the Fellow)

Identification of the Fellow

Full Name:

Scholarship Identification

Grant type

Reference:

From ____ / ____ / ____ to: ____ / ____ / ____

Project Name and Host Institution:

Field of work

Main Researcher /Scientific Advisor:

Evaluation criteria (to be completed by the advisor)

Activities Developed:

Deviations from the plan and justifications:

Publications and works prepared within the scope of the scholarship:

Fellowship holder

Date: ____ / ____ / ____

Scientific advisor:

Date: