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CIDEHUS - Interdisciplinary Research Centre for History, Culture and Society of the
University of Évora
Évora – Project UIDP/00057/2020
Research scholarship for Bachelor's Degree – 1 vacancy

15 of May of 2024

There is an open call for applications for a Research Scholarship for a university graduate within the scope of the project CIDEHUS - Interdisciplinary Centre for History, Cultures and Societies of the University of Évora, project: **Heritage and History of Labor World** - UIDP/00057/2020, financed by national funds through FCT/MCTES - OE, under the following conditions:

Scientific Area: History; History and Archeology; Cultural Heritage; Sociology; Communication

Admission requirements

Bachelor's Degree in History, or History and Archaeology, Cultural Heritage or Sociology;

- preferential skills (verified by proof(s)): use of spreadsheets and database programs and archive description software, use of the technologies necessary for the collection and archives, and uses of data-information, image and video format;
- demonstrate an interest in the Management and Enhancement of Cultural Heritage.
- have knowledge of and operational skills in computer platforms.
- demonstrate the ability to carry out the functions arising from the inventory and associated iconographic content.
- have knowledge of the Excel program, the ATOM platform and the ability to learn and adapt to new data processing platforms.
- live in Évora and have a driving license.
- be available to travel outside the city.

For those Portuguese is not mother tongue, proof of proficient speaker, oral and written.

According to the FCT Research Grants Regulation no. 950/2019 of 16 December 2019, article 3 and 6, applicants to **"BI" (Research Grants)** must comply with the condition for the award of the grant, the effective insertion in study cycles leading to the award of academic degrees or in courses not conferring academic degree. Non-degree courses correspond to the courses set out in paragraph e) of no. 3 of article 4 of Decree Law No. 74/2006 of 24 March and must be developed in a higher education institution in association with at least one R&D unit, including the course plan in one or more research areas of the unit.

Work Plan

- 1) Survey and collection of information from associations, museums, private and public archives,
- 2) Transcription of documents, namely oral interviews.
- 3) Scanning documents.
- 3) Filling in databases.
- 4) Capturing images and sounds;
- 5) Producing dissemination materials, in written and audiovisual form, of the project activities



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6) Collaborating in the organization of events.

Applicable legislation and regulations: The Research Grant will be awarded through the signing of a contract between the University of Évora and the grant holder according to the [drafformer.fct.pt/apoios/Minuta_Contrato_Bolsa.docx](https://files.fct.pt/apoios/Minuta_Contrato_Bolsa.docx), under the terms of the Research Grant Holder Statute (Law no40/2004 of 18 August and decree-law no 123/2019 of 28 August) and in accordance with the legislation and Regulation of Research Grants of the Foundation for Science and Technology, I.P in force, regulation no950/2019 of 16 December 2019: <https://files.dre.pt/2s/2019/12/24100000/0009100105.pdf> and other applicable regulations.

Place of work: The work will be carried out at CIDEHUS of the University of Évora, and in other places necessary for the collection of information, under the under the general coordination of the Administrator of the University of Évora and the scientific guidance of Professor Maria da Luz Sampaio, who must draw up an opinion on the final activity report of the scholarship (**Annex II**), according to the draft in **Annex III**.

Duration of the scholarship(s): The fellowship will have a duration of six (6) months, expected to start on July 2024. The grant contract may be renewed.

Amount of the monthly maintenance allowance: The amount of the grant corresponds to € 990,98, according to the table of values of grants awarded directly by FCT, I.P. in the country (https://www.fct.pt/wp-content/uploads/2023/02/Tabela-de-Valores-SMM_2023.pdf). Payments will be made monthly, by cheque or bank transfer.

Selection methods

The selection will be carried out in two phases:

Phase 1 - Curriculum evaluation, with a score of 0-100 points.

After Phase 1, the three candidates with the highest score in '1- Curriculum evaluation' will proceed to phase

'2 - Interview in Portuguese language'.

Phase 2 - Interview in Portuguese language, with a score of 0-100 points.

The final classification of each of those three candidates will be the average of the score of the curricular assessment with the score obtained in the interview.

In 'Curriculum Assessment', the assessment and scoring will be as follows:

- 1 - Graduation average (with one more point for each value, whenever it is equal or higher than 14, so 14 is 1,15 is 2, 16 is 3 and so on);
- 2 - Post-graduate training completed in History, Management and Enhancement of Historical and Cultural Heritage or Sociology = 6 points; attendance = 3 points;
- 3 - Knowledge of archival description applications, including AtoM (scale of 1-10)
- 4 - Experience in the field of photography and video production (scale of 1 to 10)
- 5 - Knowledge of Excel - 10 points (scale of 1-10)
- 6 - Knowledge of databases - 5 points (scale of 1-10);
- 7 - Knowledge of creating and maintaining web pages (scale of 1-10);
- 8 - Experience of archival work (scale of 1 to 10);
- 9 - Knowledge of languages (scale of 1 to 10);



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In 'Interview in Portuguese language' will be considered the motivation (1-25 points), experience in archiving, computer skills, scanning of documents and experience in photography and video production (1-25 points), availability to carry out the scholarship work in Évora and to travel within the project (1-50 points).

Composition of the Selection Board

President - Maria da Luz Braga Sampaio

1st Member - Maria Ana Bernardo

2nd Member - Antónia Fialho Conde

1st Alternate Member - Ana Cardoso de Matos

2nd Alternate Member - Armando Quintas

Advertising/notification of results

The final results of the evaluation will be publicized, through an ordered list by final grade obtained posted in a visible and public place in Palácio do Vimioso. All the candidates will be notified by email. To ensure the right of prior hearing of interested parties, the Final Classification project will be announced by any written means to all interested parties.

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After communicating the provisional list of the results of the evaluation, candidates have a period of 10 working days to express their opinion in a preliminary hearing of interested parties.

Application deadline and form of presentation of applications: The tender is open from 20 of May to 4 of June of 2024. The selection results will be published within 10 days after the interview – last week of June 2024.

Applications must be formalized by sending an application letter with the reference Project: Heritage and History of the World of Work and sent to email: cidehus@uevora.pt (all those sent to another email will not be accepted) accompanied by the following documents:

- Detailed Curriculum Vitae;
- Certificate of qualifications;
- Documents proving the preferred skills
- Proof of enrolment or registration in a study cycle or course not leading to a degree
- Other supporting documents considered relevant.

For application purposes the supporting documents may be substituted by a declaration of honour from the candidate, but failure to demonstrate, during the contractualisation phase, possession of the degree required on the application deadline date, or failure to present proof of enrolment or registration in a study cycle or course that does not confer a degree, for scholarships with this component, shall result in the cancellation of the candidate's evaluation.

Academic degrees obtained in foreign countries require registration by a Portuguese Institution according to Decree Law no. 66/2018, of 16th August and Ministerial Order no. 33/2019, of 25th January. The presentation of the certificate is mandatory for the signing of the contract.

More information can be obtained at:

<https://www.dges.gov.pt/pt/pagina/reconhecimento?plid=374>



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Applications must be exclusively sent by email, to

Professor Maria da Luz Sampaio
CIDEHUS - University of Évora

E-mail: cidehus@uevora.pt – Project: Heritage and History of Labor World (all those sent to another email will not be accepted).



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ANNEX I
MINUTE SCHOLARSHIP CONTRACT

Between,

FIRST PARTY: The _____ (name of organisation), com sede em _____ with registered office at _____ (address of registered office of organisation), with tax number _____, represented in this act by _____ (name of representative of organisation), in the capacity of _____ (Director/President) of the contracting/financing organisation, hereinafter referred to as the "First Party", and

SECOND PARTY: _____ (*name of grantee*), holder of ID card/passport no. _____ (*ID card/passport no.*) and taxpayer no. _____ (*taxpayer no.*), resident at _____ (*address of grantee*), hereinafter referred to as the "Second Party".

whereas,

The application requirements for the award of the scholarship under the call _____ (*call identification / call notice reference*) have been met, the process of evaluating the candidates and publicising the results has been completed and the required documentation has been received.

This scholarship contract is entered into in good faith and mutually accepted, under the terms of the Research Fellow Statute, and is governed by the following clauses:

FIRST CLAUSE

The First Party undertakes to award the Second Party a grant _____ (type of grant and reference of the call for tenders), within the scope of the project _____ (type of project) / R&D unit with the reference _____ (reference of the project or unit) and with the title _____ (title),

(Reference should be made to the sources of funding for the project/unit).

- with 100% OE funding - Mention of funding: *financed by the Foundation for Science and Technology, I.P./MCTES through national funds (PIDDAC)*

- With FEDER co-financing - Mention of funding:

Financed by the European Regional Development Fund (ERDF) of the European Union, through (indicate which Operational Programme it finances) Portugal 2030 or other programmes that may succeed it) starting at _____ (date of start of the scholarship), for a period of _____ months, possibly renewable (as defined in the call for proposals).

SECOND CLAUSE

In the alternative, the FCT Research Grant Regulations apply, of which the Second Party declares that it is aware.

THIRD CLAUSE

The Second Party undertakes to carry out the attached work plan, the content of which he/she declares that he/she has taken full cognisance of and accepts unreservedly, from the above-mentioned start date and on an exclusive dedication basis, under the terms of article 5th of the Research Fellow Statute.

FOURTH CLAUSE



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The Second Party will carry out the work at _____ (*name of the host institution as defined in Article 3(g) of the FCT Research Grant Regulations*), which acts as the host institution, with _____ (*name of the supervisor and affiliation institution*) as the scientific supervisor.

FIFTH CLAUSE

1. The monthly maintenance allowance awarded is _____ (€...,00).
2. The Second Grantor also benefits from personal accident insurance for the duration of the grant, the conditions of which he/she declares to have read and accepted without reservation.
3. The following scholarship components are also added _____ (*specify the applicable components in the terms set out in the FCT Research Grant Regulations*).

SIXTH CLAUSE

The First Party may cancel the grant and the Second Party may be obliged to refund all or part of the sums received in the following cases:

- a) a) Serious and repeated failure to comply with the Second Party's obligations under the Research Grant Holder Statute and the FCT Research Grant Regulations, for reasons attributable to the Second Party;
- b) b) A negative evaluation of the Second Grantor's performance by the supervisor or the host organisation under the terms of the FCT Research Grant Regulations;
- c) c) False declarations by the Second Granting Party on matters relevant to the award and renewal of the grant or to the assessment of its development.

SEVENTH CLAUSE

Without prejudice to the provisions of the previous clause, this contract shall terminate automatically:

- a) Upon completion of the activity plan;
- b) End of the period for which the scholarship is awarded;
- c) Repeated non-compliance by one of the parties;
- d) Revocation by mutual agreement;
- e) Establishment of a legal employment relationship with the host organisation.

EIGHTH CLAUSE

1. The rights and duties of the parties are those resulting from the provisions of the Research Fellow Statute.
2. The Second Party declares that he/she has read the Research Fellow Statute and the applicable Regulation(s) and undertakes to comply with their provisions.

NINTH CLAUSE

It is agreed between the parties, that in case of need and to settle all questions arising from this contract, the District Court of _____ (*name of the District*) shall have jurisdiction, expressly waiving any other.

TENTH CLAUSE

Any changes to be made to the contract in the course of its performance shall be the subject of prior written agreement.



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ELEVENTH CLAUSE

1. This contract shall take effect on the date it is signed by both parties.
2. The grant awarded under the terms of the FIRST CLAUSE of this contract may be renewed for additional periods of (...) months, up to a maximum of (...) months, under the terms of article 15 of the FCT Scholarship Regulations.
3. [ONLY FOR RESEARCH SCHOLARSHIPS, otherwise withdraw]: The award of the academic degree (or diploma) during the term of this contract shall not affect its effects, and the grant referred to in the preceding paragraph may be renewed at a later date, provided that it is aimed at carrying out activities that are indispensable for the completion of the project (...).
4. 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 included in the agreement to be signed, as provided for in the previous clause.

_____, _____ of _____

The First Party

The Second Party

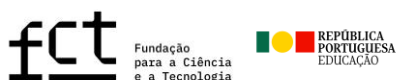
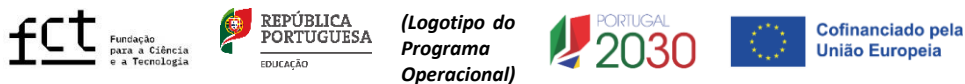
(Signature and stamp of the organisation)

(Signature of the grant holder or his/her proxy)

With 100% OE funding



Or with FEDER co-financing:





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ANNEX II
FINAL REPORT FORM (Fellowships)



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UNIVERSIDADE DE ÉVORA
Largo dos Colegiais, N.º 2
Apartado 94
7002-554 ÉVORA PORTUGAL
Telefone (telephone): +351 266 760 975
Mail: cop@uevora.pt

Referência da bolsa (Grant Reference)	
Organização (Organisation)	

DETALHES DO BOLSEIRO / FELLOWSHIP DETAILS

Título (Title)	
Nome próprio (Forename)	
Apelido (Surname)	
Organização (Organisation)	
Departamento ou Centro (Department or Centre)	
Supervisor (Supervisor)	

DETALHES DO PROJETO / PROJECT DETAILS

Título da Bolsa (Grant Title)			
Referência da bolsa (Fellowship reference)			
Período da bolsa (Period of Review)	Data de Início: (Start Date):		Data do Termo:



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OBJETIVOS / OBJECTIVES

Objetivos originais como constam na proposta (Original objectives as presented in the proposal)

--

Estes objetivos permaneceram válidos durante o período da bolsa, ou
(These objectives remained valid throughout the Fellowship (*tick box*), or

Estes objetivos foram modificados
(explique como/ porque no seu relatório)
(These objectives were changed) (*tick box*).

(If so please explain how/why in your report)

Novos objetivos (New objectives)

--

Sumário dos resultados do projeto: descreva em termos simples o seu trabalho de forma a que possa ser divulgado perante uma audiência genérica
(Summary of project outcomes: In simple terms describe your work in such a way that it could be publicised to a general audience.)

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Endereço de página com mais detalhes, se desejar: (Web address with further details if you wish)



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RESULTADOS DA BOLSA / OUTCOMES OF THE FELLOWSHIP

Os principais benefícios das bolsas concedidas pela Universidade de Évora incluem:
(Major benefits of Évora University Fellowships include:

- i) os impactes potenciais sobre as carreiras dos bolseiros e
(the potential to impact positively on the careers of individual Fellows and)
- ii) os resultados da investigação
(the research results)

RELATÓRIO DAS ACTIVIDADES DESENVOLVIDAS / REPORT ON WORK UNDERTAKEN

Utilize o número de páginas necessário (please continue on additional pages as required)

**Participação em conferências científicas, no país e no estrangeiro (nome, local e data)
(Scientific Conference attendances – name, location and date)**



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RESULTADOS DA INVESTIGAÇÃO (RESEARCH RESULTS)

Publicações/ Publications

(1) Enuncie quantos resultados da investigação resultaram principalmente da investigação financiada através desta bolsa e indique o tipo (revista, conferência, livro, patente, software, outro).

(Please state how many research results have resulted principally as a result of the research funded through this grant and indicate the type (journal, conference, book, patent, software, other))

	REVISTA (JOURNAL)	ARTIGOS EM CONFERÊNCIAS (CONFERENCE PAPERS)	LIVRO OU TESE (BOOK OR THESIS)	PATENTE (PATENT)	SOFTWARE	OUTRO OTHER
Número total de publicações / Total Number of Publications						
Número de Publicações com arbitragem científica (se diferente do anterior) / Number of Refereed Publications (if different from above)						
Número de Publicações que contêm um coautor estrangeiro / Number of Publications That Contain An International Co-Author						

(2) No caso de Bolseiro de mestrado ou doutoramento, referencie os dados relativos à tese: (In the case of Master or Ph.D. Fellowship, please indicate:)

Título da tese/ Thesis title:

Classificação obtida / Classification:

Universidade e data/ University and date:



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- (3) Liste até cinco publicações que resultaram principalmente da investigação financiada através da Bolsa e indique o tipo (revista, ata de conferência, livro, patente, software, outro); se houve coautores estrangeiros ou industriais e se a publicação foi sujeita a arbitragem científica. / Please list up to five significant publications that have resulted principally as a result of the research funded through this grant and indicate the type (journal, conference, book, patent, software, other); whether there was an international or industrial co-author and whether the publication was refereed.

AUTOR(ES) (AUTHOR(S))	TÍTULO (TITLE)	REFERÊNCIA (REFERENCE)				TIPO (TYPE)	Arbitragem? Refereed?	Industrial co-author?	International co-author?
		Revista/Ata de Conf. (Journal/Conference).	ano (year)	Vol./Nº (vol./Nº)	página (page)				
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Outros resultados da Bolsa / Other Results of the Fellowship

Indique o calendário para potencial exploração (i.e. conseguido, expectável dentro de 3 anos, expectável dentro de 10 anos, não expectável em 10 anos) e inclua números das patentes, datas, nomes e endereços das empresas, etc., de forma apropriada, nas colunas “detalhes” e “referência” / Please indicate the timescale for potential exploitation (e.g. achieved, expected within 3 years, expected within 10 years, none foreseeable in 10 years) and include patent nos., dates, company names and addresses etc. as appropriate, in the ‘details’ and ‘reference’ columns.

	DETALHES (DETAILS)	REFERÊNCIA / REFERENCE	CALENDAR. / TIMESCALE
Licenças ou Patentes/ Licences or Patents			
Empresa de Spin Off/ Spin Off Company			
Consultadoria Direta/ Direct Consultancy			
Cursos de Formação Industrial/ Industrial Training Courses			
Compreensão Pública de Ciência e Engenharia/ Public Understanding of Science and Engineering			
Outro (especifique) / Other (please specify)			



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**Contribuições Relacionadas Concedidas/Pendentes
(Related Support Awarded / Pending)**

Indique o nível de apoio à investigação que derivou principalmente como resultado da Bolsa./ Please indicate the level of research support that has arisen principally as a result of the Fellowship.

FONTE DE FINANCIAMENTO (FUNDING SOURCE)	DETALHES (DETAILS)	SUORTE (€) SUPPORT (€)
Universidade de Évora (desde o início da bolsa) Évora University (from start of Fellowship)		
Outro Organismo Nacional de Investigação /Other National Research Organization		
Outro Organismo Governamental Português / Other Portuguese Government Council		
Empresa / Industrial		
Outra (Other)		
Comissão Europeia / European Commission		
Pendente (Pending)		

Assinaturas (Signatures):

Bolseiro (Fellow)
Data (Date):



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ANNEX III

**MODEL OF THE FINAL EVALUATION REPORT ON THE ACTIVITY OF THE SCIENTIFIC RESEARCH FELLOW
TO BE DRAWN UP BY THE SCIENTIFIC SUPERVISOR**

1. Scientific supervisor of the scholarship:

2. Identification of the grant:

3. Project name:

4. Host organisation:

5. Fellow:

5.1. Critical analysis of the activities and work carried out by the grant holder.

[A brief description of the activities carried out by the grant holder, in accordance with the announcement and the activity plan, and a critical appraisal of the objectives and results achieved by the grant holder].

5.2. Final assessment of the work carried out by the grant holder.

[Reasoned overall appraisal of the work carried out by the grant holder, with a final positive or negative balance, addressing their performance, effort and dedication]

Évora, ___ of ___ 20__

The Scientific Supervisor of the Scholarship, ___ (full name)



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