



UNIVERSIDADE DE ÉVORA

**HERCULES Laboratory**  
**Scholarship for Master's Degree Holder – 1 Vacancy**

19<sup>th</sup> of July of 2024

A call for tenders is open for 1 Master's Degree level Scholarship within the scope of the project SCIGLO – Science for Global Challenges (reference 101162576), financed by the European Union through the Horizon 2020 Programme (H2020, Marie Skłodowska Curie Actions) – HORIZON-MSCA-2023-CITIZENS-01 (MSCA and Citizens 2023), under the following conditions:

**Scientific area:** Exact and Natural Sciences and other related scientific areas

**Admission requirements:** Master's degree in Exact and Natural Sciences or other related scientific areas.

**Preferential Factors:**

Preference will be given to candidates who possess the following:

- i) Experience in actively participating in the European Night of Researchers;
- ii) Experience in dealing with local agents and institutions in the city of Évora;
- iii) Experience in organising events for the promotion and dissemination of science;
- iv) Experience in the production of digital media, image editing, content promotion and production and management of social media sites & platforms;
- v) Proven experience in science and community outreach events;
- vi) Experience in the production and management of digital platforms and channels;
- vii) Experience or contact with projects for the promotion of science;
- viii) Fluency in spoken and written Portuguese and English.

Candidates are expected to have availability, perseverance, initiative, autonomy, very good organisational and spoken and written communication skills, and the ability to work in a team. The candidates are also expected to be able to establish contact with local agents and institutions linked to the promotion and dissemination of scientific culture.

As set forth FCT Research Scholarship Regulation No. 950/2019 of December 16, 2019, article 3 and 6, candidates for "BI" (Research Grants) must comply as a rule condition for the award of the scholarship, the effective inclusion in study cycles leading to the attribution of academic degrees or in courses not leading to an academic degree. Courses that do not confer an academic degree correspond to the courses provided for in subparagraph e) of paragraph 3 of article 4 of Decree-Law No. 74/2006 of March 24 and must be developed in a higher education institution



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in association with at least one R&D unit, including a course plan in one or several research areas of the unit.

**Work plan:** The candidate will work with the SCIGLO – Science for Global Challenges project team at the University of Évora, under the coordination of HERCULES Laboratory. His/Her activity will focus on contacting and supporting researchers from different scientific areas to promote an agenda of science communication and dissemination activities. He/She will be responsible for supporting the production and management of media and digital platforms for the promotion of contents and activities within the scope of the SCIGLO project and in all logistical matters that ensure the organisation of the European Researchers' Night (ERN 2023-2024 and 2024-2025), as well as to support the organisation of events and monitor the community outreach activities to be held before and after the ERN's. The grant holder will also be responsible for supporting researchers from the University of Évora in the development of the activity "Researchers at School", which consists of promoting activities for students from schools from the district of Évora region during the 2024-2025 school year, involving travelling to schools. The grant holder must support creating and managing a pool of volunteers and producing evaluation metrics for the activities carried out and their respective reports. He/She will also be deeply committed to writing the Final Report for the ERN 2024 and ERN 2025 in Évora.

**Applicable legislation and regulations:** The granting of the Research Scholarship will be carried out upon the signing of a contract between the University of Évora and the scholarship holder, according to the version in **Annex I**, pursuant to the Research Scholarship Statute (Law No. 40/2004 of August 18 and Decree-Law No. 123/2019 of August 28) and in accordance with the legislation and Regulation of Research Grants of the Foundation for Science and Technology, IP in force, regulation nº950/2019 of December 16, 2019: <https://files.diariodarepublica.pt/2s/2019/12/241000000/0009100105.pdf> and other applicable rules.

**Place of work:** The work will be developed at HERCULES Laboratory of the University of Évora, under the general coordination of the Administrator of the University of Évora and the scientific guidance of Doctor Mafalda Costa, Prof. Doctor Patrícia Moita and Prof. Doctor Teresa Ferreira 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 scholarship will have a duration of 6 months, starting on November 2024. The scholarship contract may be renewed up to the end of the funding project's budget allocation.

**Amount of monthly maintenance allowance:** The amount of the scholarship corresponds to €1.259,64, according to the table of scholarships awarded directly by FCT, I.P. in Portugal ([https://www.fct.pt/wp-content/uploads/2024/02/Tabela-de-Valores-SMM\\_atualizacao-2024.pdf](https://www.fct.pt/wp-content/uploads/2024/02/Tabela-de-Valores-SMM_atualizacao-2024.pdf)), payments being made monthly, by check or bank transfer.



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#### **Selection methods:**

- The selection methods used are the curriculum evaluation (CA = 70%) and motivation letter (CM = 30%). Should it prove necessary, the jury reserves the possibility to invite up to three candidates for an interview (E). In this case, for those candidates who pass the interview stage, the first evaluation component (AC = 50% + CM = 20%) will weigh 70%, and the interview will weigh 30%.
- The Curricular Evaluation (CA) is expressed on a scale from 0 to 20 values, with a mark to the hundredths; the Letter of Motivation (LM) and the Interview (I), if applicable, are evaluated according to the classification levels of High, Good, Sufficient, Poor or Insufficient, to which correspond, respectively, the classifications of 20, 16, 12, 8 and 4 values;
- The Curricular Assessment (CA) of candidates assesses their aptitudes, weighting them according to the requirements of the work plan, their final degree classification and their experience, and is carried out in accordance with the parameters defined in the Jury minutes and taking into account the competences expressed by the candidate in the Curriculum Vitae in the following areas:
  - proven experience in actively participating in the European Night of Researchers;
  - proven experience in dealing with local agents and institutions in the city of Évora;
  - proven experience in organising events and science promotion/communication;
  - proven experience in the production of digital media and platforms for the promotion of content;
  - knowledge about the production and management of digital platforms and channels;
  - proven experience in science and community outreach events
  - good knowledge of written and spoken English.
- In evaluating the Letter of Motivation, the applicant's motivation, the grant's relevance to his/her personal project, the adequacy of the applicant's profile to the defined work plan, and the quality of the written expression will be assessed objectively and systematically.
- In the interview (I), if it is held, the knowledge and technical competencies and behavioural aspects demonstrated during the interaction established between the interviewer and the interviewee are evaluated objectively and systematically, namely those related to the communication skills and interpersonal relationship, analysis of information and critical sense, initiative and autonomy and planning, organising, integrating and collaborating in work teams skills.
- Candidates who do not obtain a mark of 14 or more in the CA and of 12 or more in the LM, or, if they meet the requirements, are not placed in the first 5 positions, will be excluded.
- In (I), the candidates who do not attend the interview or obtain a classification lower than 9.5 will be excluded.



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- Candidates have access to the jury minutes, where the evaluation parameters and respective weighting of each selection method to be used, the grading scale and the final evaluation system of the method can be found as long as they request them.

The jury may not award the scholarship if no candidate with the profile considered suitable is found.

#### **Composition of the Selection Jury:**

President: Doctor Mafalda Costa

1st Member – Professor Patrícia Moita

2nd Member – Professor Teresa Ferreira

1st Alternate Member – Doctor Ana Manhita

2nd Alternate Member – Doctor Milene Gil

**Advertising/notification of results:** The final results of the evaluation will be publicised through an ordered list by final grade obtained and posted in a visible and public place at the HERCULES Laboratory, being the candidate (a) approved notified through 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.

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. Based on the final ranking list, a reserve selection list will be drawn up, to be used for the possible recruitment of new scholarship holders within the scope of this project, up to the duration of the scholarship, which may be used in the eventuality of the first ranked candidate withdrawing, failing to present the mandatory documentation, or in the event of the scholarship holder canceling their scholarship early. In the eventuality that none of the candidates demonstrates the profile required to carry out the work plan, the jury reserves the right not to award the scholarship.

**Application deadline and submission of applications:** The tender is open from August 26<sup>th</sup> to September 9<sup>th</sup> 2024, and the selection results will be published by October 7<sup>th</sup>, 2024.

Applications must be formalised, obligatorily, by sending an application letter with the following documents: Curriculum Vitae, certificate of qualifications, reference or recommendation letters and other supporting documents considered relevant.

For the purposes of application, the evidence may be replaced by a declaration of honor signed by the candidate, but the failure to demonstrate that evidence, in the contracting phase, possession of the required degree on the deadline for application or the non-presentation of proof of enrollment in the study cycle or non-degree course, for scholarships with this component, imply the cancellation of the candidate's application.



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Academic degrees obtained in foreign countries require registration by a Portuguese Institution in accordance with Decree-Law no. 66/2018, of August 16 and Ordinance No. 33/2019, of January 25.

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/recognition?plid=374>

Applications must be sent by email to:

Doctor Mafalda Costa  
HERCULES Laboratory of the University of Évora  
email: [mcosta@uevora.pt](mailto:mcosta@uevora.pt)



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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.



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#### FOURTH CLAUSE

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.



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#### TENTH CLAUSE

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

#### 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



Fundação  
para a Ciência  
e a Tecnologia



REPÚBLICA  
PORTUGUESA  
EDUCAÇÃO

Or with FEDER co-financing:



Fundação  
para a Ciência  
e a Tecnologia



REPÚBLICA  
PORTUGUESA  
EDUCAÇÃO

(Logotipo do  
Programa  
Operacional)



Cofinanciado pela  
União Europeia



NOITE EUROPEIA  
INVESTIGADORES  
EUROPEAN RESEARCHERS' NIGHT







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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](mailto: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.)

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.

<b>FONTE DE FINANCIAMENTO (FUNDING SOURCE)</b>	<b>DETALHES (DETAILS)</b>	<b>SUPORTE (€) SUPPORT (€)</b>
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):**

<b>Bolseiro (Fellow)</b>
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)