

## Call for 1 Research Fellowship (master's degree)- Biological Sciences

### Ad summary

A call is now open for 1 Research Fellowship (master's degree holder; call reference: **MARE/004/BI/2024**) in the scope of the project with ref. **UIDP/04292/2020** MARE - Marine and Environmental Sciences Centre, ISPA – Instituto Universitario.

**1. Scientific Field:** Biology /Marine Sciences

**2. Funding Source:** Portuguese Foundation for Science and Technology (Fundação para a Ciência e Tecnologia) – FCT, I.P./MCTES, through national funds (PIDDAC); (2022. 03898. PTDC) - project reference: **UIDP/04292/2020**.

### 3. Applicant's Profile

#### Mandatory requirements:

1. Master's degree in Biology, Marine Biology, Conservation Biology or similar.
2. Knowledge of intertidal organisms, species identification (fishes and invertebrates).
3. Experience in ecological sample collections and relevant laboratorial procedures, namely genetic analysis.
4. Drone, diving and driving licenses.
5. Immediate availability to start the grant.

Candidates who do not meet all mandatory requirements may have their applications automatically rejected.

### 4. Requirements for admission to the competition

#### The following documents must be submitted:

- a) master's degree certificate with the final classification.
- b) Detailed Curriculum Vitae.
- c) Motivation Letter.

Only applicants who supply proof to have completed the study cycle leading to a master's degree by the end of the application deadline will be admitted. If applicants do not yet have the certificate of completion, a declaration of honor will be accepted stating that they have completed the qualifications required for the call and that the Master's diploma/certificate will be dated within the application period. The fellowship award is always contingent upon the presentation of mandatory proof of academic qualifications.

If the academic degree has been conferred by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, and the final classification must be converted into the Portuguese evaluation scale, under the terms of the provisions of Decree-Law no. 66/2018, of August 16th, which approves the legal regime of recognition of academic degrees and diplomas of Higher Education, attributed by foreign higher education institutions, and of paragraph e) of no. 2 of article 4 of Decree-Law no. 60/2018, of August 3rd.

If the candidate has already requested but is waiting for the recognition of the academic degree conferred by a foreign higher education institution to be issued, he/she can submit a declaration of honor clarifying that the recognition was requested and will be dated within the application period. The recognition of foreign academic degrees and diplomas and the conversion of the final classification to the Portuguese classification scale may be requested in any Portuguese public higher education institution or at the Directorate-General for Higher Education (DGES, for automatic recognition only). Please consult the DGES portal for details: <http://www.dges.gov.pt>.

### **5. Requirements for signing the fellowship agreement.**

The candidate must be enrolled in a PhD degree, or enrolled in a course that does not award an academic degree, in a Portuguese higher education institution. This registration must be completed by the time of contracting the research fellowship.

In the case of diplomas issued by foreign higher education institutions, the recognition of these academic degrees must be presented until the time of contracting the research fellowships and the date of recognition must fall within the application period (as indicated in 4.).

To sign the contract, a form with personal information, Ciência ID, a copy of the identification document, and a declaration on the exercise of the exclusive functions might also be requested.

False declarations are reasons to cancel the candidacy without prejudice to the application of other sanction measures.

### **6. Work plan**

The research fellow will be responsible to:

- I. Operate as an effective team player at MARE-ISPA.
- II. Collaborate in research projects focusing on ecology and conservation. This fellowship is particularly intensive in field work. The fellow will be involved in the following tasks:
  - a. Preparing all equipment needed for fieldwork and collaborating on the logistical organization of fieldwork.
  - b. Performing diverse tasks in the field such as, but not exclusively, ecological sampling techniques including sampling for genetic analysis and placing and retrieving diverse equipment (e.g. data loggers, sampling devices).
  - c. Sorting, sampling, and identifying aquatic organisms including algae, invertebrates, fish larval and juvenile stages and processing and analyzing biological samples.
  - d. Preparing DNA samples/tissues for collections and implementing methods for genetic and taxonomic identification.

### **7. Applicable legislation**

- Law No. 40/2004, of August 18th, as amended by the Decree-Law No. 123/2019, of August 28th, in its current wording (Research Fellowship Holder Statute/Estatuto do Bolseiro de Investigação - EBI).
- Regulation No. 950/2019, of November 29th, published in Diário da República, No. 241, Series II, of December 16th (FCT's Regulation for Research Studentships and Fellowships/Regulamento de Bolsas de Investigação da FCT - RBI).
- Decree-Law No. 66/2018, of August 16th (Legal regime of recognition of academic degrees and diplomas of higher education awarded by foreign higher education institutions).

- Regulation for Scientific Research Fellowships of ISPA – Instituto Universitário; and other applicable legislation.

### **8. Workplace and scientific supervision**

The research fellowship contract will be signed with ISPA, CRL (contracting entity). The place of work is located at MARE - Marine and Environmental Sciences Centre, (host institution), located at ISPA – Instituto Universitário, Rua Jardim do Tabaco, 34, 1149-041 Lisboa, Portugal and/or other locations necessary for the implementation of the planned activities, under the scientific supervision of Professors Joana Robalo and Ana Pereira.

### **9. Duration of fellowship**

The fellowship will have a duration of 7 months, eventually renewable for periods not exceeding the eligible period of the project, conditioned by the project's budget, and by the maximum period for research fellowships as indicated in points 4 and 5 of Article 6 of FCT's Regulation for Research Studentships and Fellowships.

The fellowship is expected to start in May of 2024.

### **10. Remuneration and other components**

The monthly stipend is 1259.64 euros according to the table of monthly maintenance, set by FCT for activities in the exclusive dedication regime ([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)), subject to any updates that may apply, to be paid monthly through bank transfer. The fellow is also entitled to the applicable voluntary social security system (Seguro Social Voluntário, Decree-Law No. 40/89, of February 1st; EBI – art. 10º), and personal accident insurance.

### **11. Submission of applications**

The call is open from 12 nd April 2024 to 29 th April 2024, 2 PM (Lisbon time).

Only applications received within the specified application period will be considered.

Applications must be formalized via e-mail to [candidaturas.investigadores@ispa.pt](mailto:candidaturas.investigadores@ispa.pt), cc. to [jrobalo@ispa.pt](mailto:jrobalo@ispa.pt), and [mare\\_ispa@ispa.pt](mailto:mare_ispa@ispa.pt) and must clearly state the reference of this call in the "Subject" of the e-mail: **MARE/004/BI/2024**. Alternatively, applications can be sent via post to ISPA – Instituto Universitario – MARE - Marine and Environmental Sciences Centre – Rua Jardim do Tabaco 34, 1149-041 Lisboa, Portugal, and received at ISPA within the specified application period.

Applications must include the following mandatory documents:

- a) Master's degree certificate/diploma with the final classification.
- b) Detailed curriculum vitae.
- c) Motivation letter.

All documents must be submitted in PDF format. All documents must be in Portuguese or English. The non-compliance with these requirements may determine the rejection of the application.

## 12. Evaluation and selection criteria

### Curriculum Evaluation (CA)

Candidates will be evaluated and ranked by their curriculum, according to the following criteria, each having the indicated weight:

- a) Master's final classification (20%)
- b) Previous experience in the intertidal (species identification and ecological data) (35%),
- c) Experience in sample preparation and management tissue collections (35%),
- d) Motivation and interest in the area, according to the candidate's motivation letter (10%).

Applications will be evaluated, and candidates ranked, on a 0,00 – 100,00 scale. The final classification will result from the formula:

$$\text{Final classification (CA)} = (\text{Criterion a}) \times 20\% + (\text{Criterion b}) \times 35\% + (\text{Criterion c}) \times 35\% + (\text{Criterion d}) \times 10\%.$$

If none of the candidates presents the appropriate and/or necessary skills and competencies required for the position and respective work plan, despite fulfilling all the requirements for admission, the Evaluation Panel has the right to not attribute the fellowship.

Note for the evaluation of Criterion a):

1 – The final average of a Master's in a pre-post-Bologna course results from the simple arithmetic average of the final classification obtained in the 1st cycle (bachelor's degree) and the final classification obtained in the 2nd cycle (master's degree).

2 – In the case of Integrated Master's degrees awarded by institutions that do not issue certificates with discrimination of the final classifications of the 1st and 2nd cycles, the final classification indicated in the Integrated Master's degree certificate after the completion of the cycle of studies will be considered.

3 – In the case of submission of an Integrated Master's certificate and a pre-Bologna or 2nd cycle master's degree, the final classification of the Integrated Master's will be considered.

4 – When candidates submit more than one equivalent Master's, or Integrated Master's, degree (equivalent number of ECTS), the Evaluation Panel will decide which academic degree is best suited for the pursuit of the research plan and which should, therefore, be considered for Criterion A. Other course(s) presented by the candidate can eventually be considered for Criterion B.

5 – The Evaluation Panel will award the minimum score (10 points on a 0 – 20 scale) required for obtaining a degree in Portugal when the submitted Portuguese certificates do not mention the final classification.

6 – The Evaluation Panel will award the minimum score (10 points on a 0 – 20 scale) required for obtaining a degree in Portugal when candidates submit a declaration of honor indicating they have completed the cycle of studies leading to a master's degree by the application deadline but do not present the concomitant certificate (as indicated in point 4 of the call for applications);

7 – The Evaluation Panel will award the minimum score (10 points on a 0 – 20 scale) required for obtaining a degree in Portugal when degree certificates/diplomas issued by foreign institutions are not recognized in Portugal and/or do not have the respective final classifications converted to the Portuguese evaluation scale (as indicated in point 4 of the call for applications).

### **13. Evaluation Panel**

The evaluation panel will consist of:

- Prof. Doutora Joana Robalo (Associate Professor at Isipa – Instituto Universitário, MARE, ISPA – Instituto Universitário, President)
- Prof. Doutora Ana Martins Pereira, (Assistant Professor at Isipa – Instituto Universitário, MARE, ISPA – Instituto Universitário – Effective Member).
- Prof. Doutor Manuel Eduardo dos Santos, (Associate Professor at Isipa – Instituto Universitário MARE, ISPA – Instituto Universitário; Effective Member).
- Prof. Doutor Paulo Catry (Assistant Professor at Isipa – Instituto Universitário MARE, ISPA – Instituto Universitário; Alternative Member)

### **14. Communication of results**

The results will be notified no later than 90 working days after the closing date for submission of applications to the e-mail address provided by the applicants.

### **15. Deadlines and procedures for preliminary hearing, complaint, and appeal**

After communicating the provisional list of the results, applicants who want to dispute the results have a period of 10 working days to request a preliminary hearing, by Articles 121 and following of the Administrative Procedure Code (CPA). The final decision will be communicated after the examination of the arguments presented at the preliminary hearing. After this communication, the selected candidate has 10 working days to accept, in written, the awarded fellowship. Otherwise, withdrawal or renouncement of the fellowship will be considered, unless a proper justification is presented.

After the final decision, a complaint may be placed within 15 working days or an appeal within 30 working days, both counting from the notification date. Applicants who wish to submit a complaint or an appeal should address their complaint to the Board of the funding agency.

In case the selected candidate renounces or withdraws from the fellowship, the Evaluation Panel can notify and attribute the fellowship to the candidate(s) in the subsequent position(s), if applicable, and according to the final ranking list.

### **16. Templates for the research fellowship contract and the final reports by the fellow and the supervisor**

The template for the research fellowship contract as well as the template for the final reports to be created by the fellow and by the supervisor, and concomitant evaluation criteria, can be found in the ISPA – Instituto Universitário's Regulation for Scientific Research Fellowships (Appendices 2, 3, and 4) at:

[https://intranet.ispa.pt/sites/default/files/users/10008/rg102\\_bols\\_invest\\_cient\\_2023\\_0.pdf](https://intranet.ispa.pt/sites/default/files/users/10008/rg102_bols_invest_cient_2023_0.pdf)

### **17. Non-discrimination and equal access policy**

ISPA, CRL actively promotes a policy of non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired, or deprived of any rights whatsoever, or be exempt from any duties based on ancestry, age, sex, sexual preference, marital status, family and economic conditions, education, origin or social conditions, genetic heritage, reduced work capacity, disability,

chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

**18. Disabled candidate:** According to DL nº. 29/2001 of February 3rd, disabled candidates have a preference in an equal classification situation, which supersedes any legal preference. Candidates must declare, on their honor, on their application form during the selection period under the regulations above, their respective disability degree, the type of disability, and the communication/expression mean to be used.