

Call for 1 Research Fellowship (Psychology)
(Call Ref. Shyness&Unsociability/019/BI/2025)

A call is now open for 1 (one) Research Fellowship, for students (according to point 5 of this call) (call reference: **Shyness&Unsociability/019/BI/2025**) in the scope of the research-related activities in Psychology of the project “*Shyness and Unsociability: Subtypes of Social Withdrawal or Two Faces of the Same Risk?*” (reference: No. 095/2022), which scientific activities are developed under the scope of the William James Center for Research at ISPA – Instituto Universitário, funded by Bial Foundation (Grants Programme for Scientific Research 2024/2025).

1. Scientific field: Psychology

2. Funding source: Bial Foundation (project reference: No. 095/2022)

3. Applicant's profile

Mandatory requirements:

Master's degree in Psychology.

Preferred factors:

Previous experience in data collection;

Previous experience in research projects focused on the same topic of the project/work plan;

Previous experience in quantitative and qualitative data analysis;

Previous experience in publishing scientific papers;

Proficiency in the English language, spoken and written.

4. Requirements for admission to the call

The following documents must be submitted:

- a) Bachelor's and Master's (or Integrated Master's) degree in Psychology with the final classification and academic transcript.
- b) Detailed curriculum vitae (CV);
- c) Motivation letter.

Candidates who do not submit the academic transcript of the degree (that is, curricular courses taken and concomitant classifications of the Master's, or Integrated Master's, in Psychology) will not be admitted.

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. Suppose applicants do not yet have the certificate of completion. In that case, 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 the mandatory proof of academic qualifications.

If a foreign higher education institution has conferred the academic degree, 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.

Suppose 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. In that case, 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 contract

The selected candidate must be enrolled in a Ph.D. degree or enrolled in a course that does not award an academic degree, integrated with the educational project of a 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 point 4).

To sign the contract, a form with personal information, ID Science, a copy of the identification document, and a declaration on the exercise of exclusive dedication 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 work plan will be developed in the context of the research activities of the project “Shyness and Unsociability: Subtypes of Social Withdrawal or Two Faces of the Same Risk?” awarded by Bial Foundation. Specifically, the fellow will be involved in qualitative and quantitative data collection of studies that examine the behavioral and physiological similarities and differences between different types of behavioral inhibition.

The fellow will conduct observations and interviews with children and will run and collect questionnaires from parents and teachers, will create and structure the respective databases, and will conduct data analysis. The fellow will also contribute to the presentation and discussion of findings, and to literature review-related activities (e.g., systematic).

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 Universitario; 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 the William James Center for Research (host institution), located at ISPA – Instituto Universitario (Rua Jardim do Tabaco 34, 1149-041 Lisbon, Portugal) and, eventually, other locations necessary for the implementation of the planned activities, under the scientific supervision of Professor Doctor António José Freitas dos Santos.

9. Duration of the fellowship

The fellowship will have a duration of **3 months**, on an exclusive dedication basis, possibly renewable, after a positive evaluation, 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 December 2025.

10. Remuneration and other components

The monthly stipend is 1309,64 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/2025/02/Tabela_valores_SMM_2025.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.

The scholarship holder can join Voluntary Social Security (valid for scholarship contracts of six months or more), which is optional (not mandatory), and the refund corresponds to the 1st rate of the contribution base.

11. Submission of applications

The call is open from November 4th, 2025, to November 17th, 2025, 11 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 and must clearly state the reference of this call in the “Subject” of the e-mail: **Shyness&Unsociability/019/BI/2025**. Alternatively, applications can be sent via post to ISPA – Instituto Universitário – Departamento de Recursos Humanos – 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 (as indicated in point 4):

- a) Copy of the Bachelor’s and Master’s (or Integrated Master’s) degree in Psychology with the final classification and academic transcript;
- b) Detailed *curriculum vitae* (CV);
- c) Motivation letter.

All documents must be submitted in PDF format.

The non-compliance with these requirements may determine the rejection of the application.

12. Evaluation and selection criteria

The evaluation and selection process will be conducted according to the merit of the candidate and based on the following (weighted) criteria:

- Criterion A: Academic degree based on the final classification indicated in the Bachelor’s and in the Master’s, or Integrated Master’s diploma/certificate (20%);
- Criterion B: Previous experience in conducting interviews with children and knowledge in digital platforms, as shown in the candidate’s CV (60%);

- Criterion C: Motivation and interest in the field, as shown by the candidate's motivation letter (20%).

Applications will be evaluated, and candidates ranked, on a 0,00 – 20,00 scale. The final classification will result from the application of the formula:

$$\text{Final Classification} = (\text{Criterion A} \times 20\%) + (\text{Criterion B} \times 60\%) + (\text{Criterion C} \times 20\%)$$

For tie-breaking purposes, the ranking of the candidates will be based on the classifications assigned to each of the evaluation criteria in the following order of precedence:

Criterion B: Previous experience in conducting interviews with children and knowledge in digital platforms; Criterion C: Motivation and interest in the field; and Criterion A – Academic degrees.

Candidates with a final evaluation of less than ten (10) points will be automatically excluded – "*Excluded*" – and will not be considered for the fellowship, considering that the Evaluation Panel does not have appropriate and necessary skills to award the doctoral fellowship.

Note for the evaluation of Criterion A:

- 1 – The final average of Bachelor's + Master's in a pre- or 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 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 certificate does 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. Composition of the Evaluation Panel

The evaluation panel will consist of:

Professor Doctor António José Freitas dos Santos (Full Professor at Ispa – Instituto Universitário, Integrated Researcher of the Williams James Center for Research; President)

Professor Doctor Maria Manuela Pedro Veríssimo (Full Professor at Ispa – Instituto Universitário, Integrated Researcher of the Williams James Center for Research; Effective member)

Prof. Doctor Carla Sofia Rodrigues Dias Fernandes (Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher of the Williams James Center for Research; Effective member)

Prof. Doctor Marília Solange Ornelas Fernandes (Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher of the Williams James Center for Research; Alternate member)

Prof. Doctor Maryse de Melo Guedes (Assistant Professor at Ispa – Instituto Universitário, Integrated Researcher of the Williams James Center for Research; Alternate member)

14. Communication of results

All candidates will be notified of the minutes relating to the application evaluation phase/s that will be sent to them by email, to the address they provide for this effect, with delivery notification receipt.

Notifications are made by email, by articles 112, no. 1, subparagraph c) and 113, no. 5, of the CPA.

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, per Article 121 and following the Administrative Procedure Code (CPA). The final decision will be communicated after examining the arguments presented at the preliminary hearing. After this communication, the selected candidate has 10 working days to accept, in writing, 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 award 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 consulted in the Regulation for Scientific Research Fellowships of ISPA – University Institute (Appendices 2, 3, and 4, 5) at:

https://intranet.ispa.pt/sites/default/files/users/10008/rg102_bols_invest_cient_2023.pdf

18. Non-discrimination and Equal Access Policy

ISPA actively promotes a policy of gender equality, diversity, and inclusion, ensuring the prevention of any form of discrimination. Accordingly, terms such as “candidate,” “researcher,” “PhD holder,” and similar are used in a gender-neutral sense.

In accordance with Decree-Law no. 29/2001, of February 3, candidates with disabilities have preference in the event of equal classification, which prevails over any other legal preference. Candidates must declare their degree of disability, type of impairment, and preferred communication/interaction methods in the application form, under oath, as established in the referenced law.

19. Personal Data Protection

By applying, candidates consent to the processing of their personal data, exclusively for the purposes of managing the application procedure and for the duration of the procedure, under the General Data Protection Regulation (GDPR).

Documents submitted in this context constitute administrative documents and access to them will be granted in compliance with Law no. 26/2016, of August 22, as amended. candidatos devem declarar no formulário de candidatura, sob compromisso de honra, o respetivo grau de incapacidade, o tipo de deficiência e os meios de comunicação/expressão a utilizar no processo de seleção, nos termos do referido diploma.