

Notice of Opening of the Call for Applications for 1 Research Fellowship (BI) for Students

Announcement Summary

A call for applications is open (reference **GriefDiff/010/BI/2026**) for the award of 1 (one) research fellowship (RF) (as per point 5 of this notice) within the framework of the project “Understanding and Responding to Grief-Related Needs: A Differentiated Community Approach” (Project Reference: SR25-00397) through the Research Unit Applied Psychology Research Center Capabilities & Inclusion_APPsyCI, funded by the La Caixa Foundation.

1. Scientific Area

Psychology.

2. Funding

La Caixa Foundation (Project Reference: SR25-00397).

3. Candidate Profile

Mandatory Requirements:

- a) Bachelor’s and Master’s degrees in Psychology, or an integrated Master’s in Psychology, with a final grade equal to or above 13 (out of 20).
- b) Candidates must be enrolled, or eligible for enrollment, in a Master’s/Doctorate program or a course that does not confer an academic degree.
- c) Proficiency in written and spoken Portuguese and English.

Preferred Factors:

Preference will be given to candidates who have:

- Professional experience in the field of grief, or a similar area;
- Professional experience in clinical contexts with older adults;
- Research experience, including participation in projects or quantitative data analysis (e.g., Jasp, Jamovi, SPSS, R, or similar software);
- Experience managing social media;
- Experience in preparing manuscripts.

4. Mandatory Requirements for Admission to the Call

Eligible candidates must cumulatively meet the following requirements:

- a) Have completed the Master’s program by the application submission deadline.
- b) Submit the following documents as part of the application:

Master’s degree certificate with final grade;

If the candidate applies with an Integrated Master’s from institutions that do not issue certificates/diplomas with separate grades for the first (Bachelor) and second (Master) cycles,

they must also provide a certificate detailing the grades of each curricular unit (and corresponding ECTS) of the Integrated Master's (as per note 5 of point 12 of this notice).

Detailed curriculum vitae (CV);

Motivation letter explaining the reasons for applying and future career plans (max. 2 pages).

Only candidates who can prove they have completed the study cycle leading to a Master's degree by the application deadline will be admitted. Candidates who do not yet possess the degree certificate may submit a sworn declaration stating that they have completed the required qualifications and that the Master's diploma/certificate will be dated within the application period. The award of the fellowship is always conditional upon the submission of proof of academic qualifications.

If the degree was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, and the final grade converted to the Portuguese grading scale according to Decree-Law No. 66/2018 of 16 August and Article 4(2)(e) of Decree-Law No. 60/2018 of 3 August. Candidates awaiting recognition may submit a sworn declaration that recognition has been requested and will be dated within the application period.

Recognition of foreign degrees and conversion of final grades can be requested at any Portuguese public higher education institution or through the Directorate-General for Higher Education (DGES, only for automatic recognition). More information is available at: <http://www.dges.gov.pt>.

5. Requirements for Signing the Research Fellowship Contract

The selected candidate must be enrolled in a Doctorate/Master's program or a non-degree course integrated into the educational project of a higher education institution, in association or cooperation with one or more R&D units, at the time of signing the research fellowship contract.

For degrees issued by foreign institutions, if the candidate submits a sworn declaration stating they will obtain recognition by the application deadline, the candidate must present the proof of recognition in Portugal by the date of contract signing, with a date prior to the end of the application period (as indicated in point 4).

Additional documents may be required for contract signing, including personal data forms, Ciência ID, ID copy, and a dedication statement for full-time commitment.

False statements may result in cancellation of the application without prejudice to other sanctions.

6. Work Plan

This project investigates differentiated grief responses in older adults, testing a three-level community model (grief literacy; individual self-help; moderated self-help groups). Using a mixed-methods design (quantitative–qualitative), it will assess intervention effectiveness tailored to needs/risk, predictors of adherence, and participant experience, producing evidence applicable in real-world contexts through a partner association. Expected outcomes include a scalable intervention framework, a toolkit for community organizations, public policy recommendations, publications, and scientific/community dissemination activities.

Tasks associated with this position include support in all research phases and other activities aligned with the project objectives, namely:

- Recruitment of participants in coordination with community partners and local services;
- Support with initial screening, informed consent, and ethical/anonymization procedures;
- Logistical preparation and support for implementing three intervention conditions (literacy sessions, onboarding and support for the self-help platform, and moderated groups), including accessible/offline alternatives;
- Monitoring participation and adherence (attendance records, platform metrics, reminder responses), and follow-up with participants;
- Data processing, organization, and management; support for data curation, quality, and security;
- Quantitative and qualitative data analysis (e.g., statistical treatment and thematic analysis support), and technical report preparation;
- Support in producing accessible and culturally appropriate communication materials (brochures, website, messages) co-designed with the partner association;
- Contribution to manuscript preparation, presentations at scientific meetings, public dissemination, and development of the toolkit and policy recommendations;
- Administrative and project management support, including planning, scheduling, and coordination with the team and partners.

7. Applicable Legislation and Regulation

- Law No. 40/2004, of 18 August, updated by Decree-Law No. 123/2019, of 28 August (Statute of the Research Fellow – EBI);
- Regulation No. 950/2019, of 29 November (Regulation on Research Fellowships of the FCT);
- Decree-Law No. 66/2018, of 16 August (Recognition of foreign academic degrees);
- ISPA Research Fellowship Regulations;
- Other applicable norms.

8. Workplace and Scientific Supervision

The fellowship contract will be signed with ISPA, CRL (contracting entity). Work will be carried out at Applied Psychology Research Center Capabilities & Inclusion_APPsyCI (host entity), ISPA – Instituto Universitário, and possibly other locations required for project execution, under the scientific supervision of Prof. Dr. David Neto.

10. Remuneration and Other Fellowship Components

The fellowship amount, for positions held under an exclusive dedication regime, corresponds to €1,359.64, according to the table of fellowship amounts directly awarded by FCT, I.P. in the country (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf), subject to applicable updates, and will be paid monthly via bank transfer to the holder. The fellow will benefit from personal accident insurance and, if not covered by any social protection scheme, may exercise the right to social security by enrolling in the voluntary social insurance scheme (Decree-Law No. 40/89, of 1 February; Article 10 of the EBI).

11. Submission of Applications

The call is open from **8th April 2026 to 21st April 2026, until 23:00** (Lisbon time). Only applications submitted and received within this period will be accepted.

Applications must be submitted via email to **candidaturas.investigadores@ispa.pt** (**cc: dneto@ispa.pt**) with the reference **GriefDiff/010/BI/2026** in the “Subject” field.

Applications must be accompanied by the following documents (as indicated in point 4):

a) Copy of Master’s degree certificates/diplomas with the final grade.

If the candidate holds an Integrated Master’s degree from institutions that do not issue certificates/diplomas specifying final grades for the 1st (Bachelor) and 2nd (Master) cycles, a certificate detailing the grades of each course unit (and corresponding ECTS) of the Integrated Master’s must also be submitted (see note 5 of point 12 of this notice). If applicable, and according to point 4 of this notice, recognition of the Bachelor’s degree if awarded by a foreign higher education institution, including conversion of the final grade to the Portuguese grading scale. Alternatively, a declaration on honor stating that recognition has been requested and will be dated within the application period.

b) Detailed curriculum vitae.

c) Personal statement in which the candidate explains the reasons for applying and future career plans (max. 2 pages).

All documents must be attached in PDF format. Candidates who incorrectly formalize their application or do not meet the requirements of this notice may be excluded from admission.

False statements by candidates will be punishable under the law.

12. Evaluation Criteria and Selection Methodology

The selection method will follow the criteria below. Applications will be evaluated through curriculum assessment and an interview.

12.1. Curriculum Evaluation

The evaluation process consists of two successive phases:

Phase 1 – Assessment based on the merit of the candidate through the submitted documents, and Phase 2 – interview.

Phase 1

Phase 1 will assess the candidate's merit according to the following criteria, with the indicated weighting:

Criterion A: Academic qualifications, based on the final grade indicated on the Bachelor's and Master's (or Integrated Master's) diploma/certificate (20%);

Criterion B: Previous experience in intervention/research activities in the scientific area of the project/work plan (65%);

Criterion C: Motivation and interest in the area, based on the candidate's motivation letter (15%).

Applications (and respective evaluation criteria) will be scored on a scale of 0.00–20.00 points.

The final score for Phase 1 will be calculated using the formula:

$$\text{Phase 1} = (\text{Criterion A} \times 20\%) + (\text{Criterion B} \times 65\%) + (\text{Criterion C} \times 15\%)$$

Phase 2

The three candidates with the highest Phase 1 scores, ranked in descending order, will proceed to Phase 2 – Interview.

The interview aims to assess: the candidate's motivation; knowledge based on the information in the motivation letter and CV, including theoretical and methodological knowledge in the project/work plan area; project management competence; communication skills, including English proficiency; and other dimensions such as professional attitude and pro-social behavior. Each criterion will be scored from 0.00–20.00 by the Jury members.

The final score for candidates admitted to Phase 2 is calculated as:

$$\text{Final Score} = (\text{Phase 1} \times 50\%) + (\text{Phase 2} \times 50\%)$$

In case of a tie, candidates will be ranked based on scores obtained in each criterion in the following order: Phase 2 – Interview; Phase 1 – B) previous experience shown in CV; A) Academic qualifications; and C) Motivation letter. If none of the candidates demonstrate the necessary competencies for the position and work plan, even if meeting the admission requirements, the jury reserves the right not to award the fellowship.

Notes for valuing Criterion A in Phase 1:

The final average of Bachelor + Master in a pre- or post-Bologna path results from the simple arithmetic mean of the final grade obtained in the 1st cycle (Bachelor) and the 2nd cycle (Master).

For Integrated Master's degrees from institutions not issuing certificates differentiating between 1st and 2nd cycle grades, the final grade on the degree certificate is considered.

If an Integrated Master's certificate and a pre-Bologna or 2nd cycle

Master are presented, the Integrated Master's final grade will be considered.

If more than one Master's or Integrated Master's certificate is presented (equivalent in ECTS), the jury will decide which degree(s) best fit the work plan and should be considered for Criterion A; others may contribute to Criterion B.

The jury will assume the minimum grade (10 out of 20) for national degrees if the final grade is not indicated.

The jury will assume the minimum grade (10/20) in case of a declaration on honor confirming Master's completion within the application period (see point 4).

The jury will assume the minimum grade (10/20) for foreign degrees not yet recognized in Portugal or whose grades have not been converted to the Portuguese scale (see point 4).

If no candidate demonstrates the required skills and competencies, despite meeting admission criteria, the Evaluation Panel reserves the right not to award the fellowship.

13. Jury Composition

Chair: Prof. David Neto, Assistant Professor at ISPA – University Institute, integrated member of the APPsyCI – Applied Psychology Research Center Capabilities & Inclusion;

Full Member: Prof. Alexandra Coelho, Assistant Professor at ISPA – University Institute, integrated member of APPsyCI – Applied Psychology Research Center Capabilities & Inclusion, The Research Center for Psychological Science (CICPSI);

Full Member: Prof. Sara Albuquerque, Assistant Professor at Universidade Lusófona, HEI-Lab: Digital Human-Environment Interaction Labs;

Alternate Member: Miguel Barbosa, Assistant Professor at the Faculty of Psychology, University of Lisbon;

Alternate Member – Miguel Barbosa, Assistant Professor at the Faculty of Psychology, University of Lisbon, The Research Center for Psychological Science (CICPSI);

Alternate Member: Maria João Vargas-Moniz, Assistant Professor at ISPA – University Institute, integrated member of APPsyCI – Applied Psychology Research Center Capabilities & Inclusion.

14. Communication of Results

All candidates will be notified of the minutes related to the evaluation process of the applications via email, to the address they provide for this purpose, with delivery receipt confirmation. Notifications will be sent by email, in accordance with Articles 112(1)(c) and 113(5) of the Administrative Procedure Code (CPA).

15. Deadlines and Procedures for Prior Hearing, Complaints, and Appeals

After the provisional results list is communicated, candidates have a period of 10 working days to provide their statements in a prior hearing, in accordance with Articles 121 and following of the Administrative Procedure Code. The final decision will be issued after analyzing the statements submitted during the prior hearing. Once this decision is communicated, the selected candidate has ten working days to accept the granted fellowship in writing. Failure to

invoke a valid reason within this period will be considered a waiver or withdrawal of the fellowship.

A complaint may be filed against the final decision within 15 working days, or an appeal may be submitted to the highest executive body of the funding entity within 30 working days, both counted from the date of notification.

If the selected candidate renounces the fellowship or withdraws their intention, the jury may notify and award the fellowship to the next candidate(s) on the final ranking list, if applicable and according to the order of classification.

16. Grant Contract Template and Final Report to Be Prepared by the Fellow and Supervisor

The template of the grant contract, as well as the template of the final report to be prepared by the fellow and the supervisor, along with the respective evaluation criteria, can be consulted in the Regulation for Scientific Research Grants of ISPA – University Institute (Annexes 2, 3, 4, and 5) at:

https://intranet.ispa.pt/sites/default/files/users/531/rg102_bols_invest_cient_v4.0.pdf

17. Publication of the Call

The announcement is published:

- a) On the EURASEXX platform in Portuguese and English;
- b) On ISPA's website in Portuguese and English;
- c) On ISPA's social media.

18. Non-Discrimination and Equal Access Policy

ISPA actively promotes a policy of gender equality, diversity, and inclusion, ensuring strict measures to prevent any form of discrimination. In this context, terms such as 'candidate', 'researcher', 'PhD holder'* and similar are not used in this document to indicate the gender of individuals. Under Decree-Law No. 29/2001, of 3 February, candidates with disabilities are given preference in cases of equal ranking, which prevails over any other legal preference. Candidates must declare in the application form, under a statement of honor, their degree of disability, the type of disability, and the means of communication/expression to be used during the selection process, in accordance with the aforementioned decree.

19. Personal Data Protection

By applying, the candidate provides the necessary information and gives consent for the processing of personal data at the time of application, strictly for the purpose of collection and integration into the selection procedure database, and for the duration of the procedure, in accordance with the General Data Protection Regulation (GDPR). Documents submitted as part of this selection procedure are considered administrative documents, and access to them will be governed in accordance with Law No. 26/2016 of 22 August, as currently amended.