

PUBLIC NOTICE FOR THE ATTRIBUTION OF ONE RESEARCH GRANT (BI), FOR A BACHELOR'S DEGREE HOLDER, UNDER THE SCOPE OF ACTIVITIES DEVELOPED IN THE CENTRE FOR PUBLIC ADMINISTRATION AND PUBLIC POLICIES (CAPP) OF THE INSTITUTE FOR SOCIAL AND POLITICAL SCIENCES OF THE UNIVERSITY OF LISBON (ISCSP-ULISBOA)

It is available an application for the attribution of 1 (one) Research Grant (BI), for a bachelor's degree holder, from October 17th to October 31st of 2022, under the scope of activities developed in the Centre for Public Administration and Public Policies (CAPP) of the Institute for Social and Political Sciences of the University of Lisbon (ISCSP-ULisboa).

Scientific Area:

Communication Sciences

Admission requirements (cumulative):

- Bachelor's degree in Communication Sciences;
- Frequency of master's degree in Communication Sciences;
- Portfolio presentation of digital content and communication planning;
- Proficient in Portuguese and English language, spoken and written.

Working plan:

- Elaboration of CAPP's online science communication plan;
- Definition of the editorial line of digital content;
- Implementation of CAPP's online communication plan, including the production and dissemination of the newsletter, updating of the website's contents and management of CAPP's online social network profiles;
- Production of monthly evaluation reports on the implementation of CAPP's online communication plan;
- Support in carrying out management tasks of research processes and dissemination of scientific knowledge;
- Development of the master's project work in Communication Sciences

Legislation and regulations:

Research Fellowship Statute, approved by Law n.º 40/2004, of 18th August, in its current wording, amended by Decree-Law n.º 123/2019, of 28th August.

Regulation of Research Grants of the Fundação para a Ciência e a Tecnologia (FCT, I.P.), in force, approved by Regulation No. 950/2019, of 16th December <https://www.fct.pt/apoios/bolsas/regulamento.phtml.pt> or as published in DRE: <https://dre.pt/application/file/a/127230968>.

Workplace:

The activities will be developed in CAPP of ISCSP-ULisboa, under the scientific supervision of Professor Sónia Margarida Pedro Sebastião.

Grant duration:

The grant will have the duration of 12 months, expected to start on January 2nd of 2023. The maximum duration of the contract to be established between ISCSP-ULisboa and the selected applicant is entirely linked to the duration of the project being on its basis, not exceeding its duration.

Monthly Maintenance Allowance:

The amount of the monthly maintenance allowance corresponds to € 875.98, according to the current table of values of grants awarded directly by FCT, I.P. (www.fct.pt/apoios/bolsas/valores). To the value of the monthly subsidy is added the payment of the charges resulting from the contributions that fall on the first of the steps referred to in article 36 of Decree-Law n.º 40/89, of February 1st, regarding the Voluntary Social Insurance, whose adhesion is the responsibility of the fellow.

Selection Methods:

The selection of candidates will be based on the curricular evaluation (50%) and the interview (50%)

1. The curricular evaluation (50%) will be weighed as follows:
 - a) Proven experience in communication planning and digital content production (25%);
 - b) Proven knowledge of the English language (25%).
2. Interview (50%)
 - a) Suitability of the candidate's profile (25%);
 - b) Motivation and experience to participate in CAPP's online science communication activities (25%).

No candidate should be privileged, benefited, impaired, or deprived of any right or exempted of any duty on the basis of, namely, ancestry, age, gender image or identity, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced working capacity, disability, chronic disease, nationality, ethnic origin or race, place of origin, religion, political or ideological convictions and union trade membership.

Jury:

President: Sónia Margarida Pedro Sebastião, President of CAPP's Executive Council of ISCSP-ULisboa;

1st Effective Vowel: Raquel Corte-Real do Nascimento Baltazar, Assistant Professor of ISCSP-ULisboa;

2nd Effective Vowel: Rosária Maria Pereira Ramos, Assistant Professor of ISCSP-ULisboa;

1st Substitute Vowel: Alice Maria Quelhas Lima Donat Trindade, Vice-President of ISCSP-ULisboa;

2nd Substitute Vowel: Maria Isabel Soares Carvalho, Vice-President of ISCSP-ULisboa.

Notification Process of Results:

Os resultados finais do processo de seleção serão publicitados, através de lista ordenada alfabeticamente, afixada em local visível e público do ISCSP-ULisboa, sendo o/a candidato/a aprovado/a notificado/a através de email.

The final results of the evaluation will be publicized on an alphabetically ordered list, posted in a visible and public place of ISCSP-ULisboa. The approved candidate will be notified by email.

Application date:

The application is available from October 17th to October 31st of 2022.

Application presentation:

The applications must be formalized, **mandatorily**, by sending a letter of application with the identification of the procedure to which it relates, accompanied by the following documents:

- a) *Curriculum Vitae*;
- b) Certificate of qualifications;
- c) Declaration of enrolment in the master's degree;
- d) Digital content portfolio and communication planning;
- e) Documents proving knowledge of the English language;
- f) Documents certifying that the admission requirements are fulfilled;
- g) Other supporting documents considered relevant towards the application.

Academic degrees obtained in foreign countries require registration by a Portuguese Institution, in accordance with Decree-Law n.º 66/2018, of 16th August, and Ordinance n.º 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>.

Failure to submit the documents referred to in paragraphs a) to g) automatically determines the non-admission to the procedure.

Applications (formalized with all the aforementioned documentation) must be delivered in person to the ISCSP-ULisboa Expedient Service, at Campus Universitário da Ajuda, Rua Almerindo Lessa, 1300-663 Lisbon, during the period from 9:30 am to 12 pm and from 2:30 pm to 5 pm, or sent by registered mail to the same address, at the care of the Administrative and Financial Area - Human Resources.

Institute of Social and Political Sciences, on October 7th of 2022

The President,

Ricardo Ramos Pinto
Full Professor