

NOTICE N.º 013/2025

**OPEN CALL FOR RESEARCH GRANT APPLICATION WITHIN THE TERMS LAID DOWN OF THE
REGULATIONS FOR RESEARCH SCHOLARSHIPS OF THE UNIVERDADE DO ALGARVE**

Title: Post-Doctoral Research Scholarship (BIPD)

It is now open a call for one Post-doctoral Research Scholarship within the project Centro de Dados Abertos de Investigação da Universidade do Algarve (UALg), 10IS00063 - UAlg-ODC, funding by Foundation for Science and Technology, with the following conditions:

Research Field: Social Sciences or Humanities, or Arts.

Admission Requirements:

- PhD in any field of Social Sciences or Humanities or Arts;
- Proven experience in scientific data management and FAIR principles;
- Proven experience with data repositories, metadata standards, and scientific data infrastructures.

Preferential Requirements:

- Experience with open data management projects, data policy definition, or data governance;
- Knowledge and use of tools and repositories for open data (e.g., Dataverse);
- Knowledge of national (Foundation for Science and Technology) and international (Horizon Europe) funding agencies' requirements for data sharing and management;
- Knowledge of data protection, security, and privacy regulations;
- Knowledge of different types of metadata (e.g., descriptive, preservation, technical, structural, rights);
- Experience in developing and implementing data management plans in the context of funded projects.

Work Plan: The selected candidate will play a key role as data steward, managing, preserving, and disseminating scientific data, supporting UAlg members in adhering to Open Science best practices and policies. The main objectives include:

- Supporting the management, organization, and sharing of research data, with a focus on defining appropriate metadata and ensuring compliance with FAIR principles;
- Implementing and monitoring Data Management Plans (DMPs) in research projects;
- Ensuring compliance with institutional, national, and international Open Science policies and standards;
- Promoting data quality, security, and privacy, particularly regarding personal data in accordance with the General Data Protection Regulation (GDPR);
- Supporting training and skill development in data management and Open Science for the UAlg community;
- Developing educational materials and best practice guides on topics related to Open Science policies;
- Engaging in national and international networks of data managers and establishing strategic partnerships with research institutions and data infrastructures;
- Contributing to the definition of UAlg's Open Science policy;
- Collaborating with the UAlg community to optimize the use of institutional, national, and thematic repositories.

Applicable legislation and regulations: Statute of the Scientific Research Fellow, approved by Law nº 40/2004, of August 18, in the current wording conferred by Decree-Law nº 123/2019, of August 28 and the Regulation of Research Grants of the University of Algarve (<https://files.dre.pt/2s/2021/10/210000000/0013700149.pdf>).

Working place: The work will be developed at the Campus de Gambelas of University of Algarve, jointly with Professor Nuno Bicho, principal investigator of the UAlg-ODC project and coordinator.

Duration of the grant: The grant will have a first contract of 12 months duration, beginning on April 1st, 2025. The contract may be renewed every year, considering UAlg's Research Grants Regulation. (<https://files.dre.pt/2s/2021/10/210000000/0013700149.pdf>).

Value of monthly maintenance allowance: The monthly maintenance allowance corresponds to €1.851,00. The maintenance allowance will be paid monthly by bank transfer.
(<https://files.diariodarepublica.pt/2s/2024/02/043000000/0015100151.pdf>)

Evaluation of candidates: In accordance with paragraph 2 of Article 11 of the University of Algarve's Research Grant Regulations, the evaluation of candidates will be based solely on the following criteria:

- Candidate's Merit (80%)
- Motivation Letter (20%)

An interview will be conducted with the top 3 candidates from the previous criteria, provided they have a score higher than 14, on a 0 to 20 scale. This interview represents 20% of the final score.

Composition of the evaluation panel for applications:

- Dr. Nuno Bicho (President)
- Dr. José Barateiro (Effective member)
- Dr. Cristina Veiga-Pires (Effective member)
- Dr. João Cascalheira (Substitute member)

Publication and notification of the results: The final evaluation results will be made public through an alphabetically ordered list posted in a visible and public location at the Rectorate, and the selected candidate will be notified via email.

Deadline for applications and submission forms: the call is open from **03/03/2025 to 17/03/2025**

Applications must be accompanied by the following documents:

- Official identification document (simple copy or legal equivalent). If you have a nationality other than Portuguese, you should present a residence permit, permanent residence certificate or long-term resident status, valid on the scholarship start date, any of which may be replaced, in its absence, by a declaration of commitment. However, one of the previous must be delivered at the contracting phase, under penalty of forfeiture of the granting of the scholarship;
- Copy of the qualification certificates of the academic degrees held, specifying the final classification and, if possible, the classifications obtained in all subjects taken;
- If the doctorate has been awarded by a foreign higher education institution, it must conform to the rules established in Decree-Law no. 66/2018 of August 16, and all required formalities must be complied with up to the date of termination deadline for submission of the application. If the completed process is not found until the end of the application deadline, the candidate must prove that he / she has requested the recognition of the degree.
- Curriculum Vitae;
- Motivation Letter;
- Passport or identification card for European applicants (copy);
- Taxpayer Identification Number (NIF), if you have a nationality other than Portuguese, it must be submitted during the scholarship contracting phase, under penalty of forfeiture of the scholarship award;
- Other documents considered important;
- The application request for the competition, dated and signed, must be addressed to the Chair of the Evaluation Panel of the Competition. The required form can be found at: <https://www.ualg.pt/sites/default/files/documentos/2022-12/anexo-iii-requerimento-para-candidatura-bolsa-pt.pdf> and may be submitted via email with the reference **UAlg-ODC** to vrnbicho@ualg.pt. Additionally, in the application request, the candidate must expressly consent to receiving all notifications related to the selection process via the provided email address.

Documents to be submitted for the grant contract:

- Documents proving that the candidate meets the required conditions for the respective type of grant, namely proof of enrollment and registration in a study cycle or a non-degree awarding course;
- Declaration from the supervisor(s) assuming responsibility for supervising the work plan, in accordance with Article 5-A of the Research Grant Holder Statute, as well as ensuring the necessary conditions for the proper
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- development of the work and compliance with the duties set out in Article 13 of the Research Grant Holder Statute;
- Declaration of acceptance of the grant by the candidate;
- Commitment declaration to the exclusive dedication regime.

Complaints and Appeal Deadlines and procedures

On the decision for granting the Research Grant, candidates may, if they wish, comment on the hearing of interested parties, within 10 working days, under the terms provided for in the Administrative Procedure Code.

From the practice or omission of any act of the evaluation panel, candidates can complain to the body, within 10 working days.

The final decision of the evaluation panel can be appealed to the Rector within 15 working days after the respective notification.

Scholarship contract

With the selected candidate, and after receiving all the required documentation, a grant contract will be signed in accordance with the attached model.

Assessment of the scholarship holder(s)

At the end of each grant contract period, the activity carried out by the grant holder(s) is evaluated by the supervisor based on the following criteria, in accordance with the attached model:

- a) Achievement of objectives – evaluation of the level of completion of results by the grant holder, considering the work plan (75%);
- b) Behavioral skills – evaluation of personal characteristics demonstrated during the evaluation period, particularly related to professionalism and rigor in all activities performed (15%);
- c) Personal attitude – evaluation of personal commitment and availability shown during the evaluation period, considering factors such as effort, interest, motivation, and receptiveness to the guidance team's recommendations (10%).

The University of Algarve reserves the right to cancel the grant award procedure for the referenced project if the funding is not secured.

Universidade do Algarve, 24/02/2025

Scientific Coordinator

Prof. Doutor Nuno Bicho