

## **PUBLIC NOTICE FOR A RESEARCH SCHOLARSHIP**

**Reference: CITUR-COIMBRA/TalentTour/2022**

### **Announcement for the allocation of 1 research scholarship for a university graduate**

IPC/ i2A is now accepting applications to award 1 Research Scholarship (BI) within the scope of the project "TalentTour - Talent Management in the Tourism and Hospitality Sector", funded by CITUR, under Project No. UIDB/04470/2020, funded by the Foundation for Science and Technology, under the following conditions:

**1. SCIENTIFIC AREAS(S):** Tourism and similar areas.

#### **2. ADMISSION REQUIREMENTS**

##### **General requirements:**

a) Attending, on the date of the scholarship contract, a Master's degree in Tourism Management or related areas.

##### **Specific requirements:**

a) Hold a Bachelor's degree.

b) Adequacy from the candidate's training and experience to the objectives of the work to be carried out.

##### **Preferential requirements:**

a) Knowledge in the preparation of primary data collection instruments and their application to collect primary data.

b) Knowledge in the handling of statistical software for data processing and analysis of results, using descriptive, exploratory, inferential, and multivariate statistical techniques.

c) Have knowledge of oral and written English.

d) Competence for teamwork.

#### **3. WORK PLAN**

To collaborate in the work plan of the project "TalentTour - Talent Management in Tourism and Hospitality", namely:

a) Execute the tasks included in the project work plan.

b) Collect, prepare and process statistical data, present and analyze the results.

c) Support the organisation of meetings and events within the scope of the project.

d) Ensure administrative tasks inherent to the project within the procedures required by the financing operational programmes and by the proposing institution.

e) Elaborating scientific dissemination documents based on the intervention carried out.

f) Draw up a quarterly report on the activities carried out and the results obtained.

#### **4. SCHOLARSHIP LENGTH**

The scholarship is for 10 months, non-renewable, on an exclusive basis, in accordance with the applicable regulations.

## 5. MONTHLY MAINTENANCE ALLOWANCE:

875,98 euros, according to the table of scholarship amounts awarded by FCT to positions held in Portugal ([www.fct.pt/apoios/bolsas/valores](http://www.fct.pt/apoios/bolsas/valores)). The payment will be made by bank transfer.

To this amount is added to the voluntary social insurance corresponding to the first tier, if the applicant so chooses to register, and a workplace accident insurance contract for personal accident insurance.

## 6. SCIENTIFIC SUPERVISION AND PLACE OF WORK:

The work will be developed at the School of Hospitality and Tourism of the Polytechnic Institute of Cávado and Ave, under the scientific supervision of Professor Vânia Costa and Professor Andreia Moura, as well as other members of the project's research team if necessary.

## 7. SELECTION CRITERIA:

The selection will be carried out through curricular analysis and an interview, and will focus on the candidate's merit, according to the following: a) Curriculum Evaluation (CE); b) Motivation, availability, and adequacy of the profile to the position (MAP), with the final mark being  $NF = [CE*0,7 + MAP*0,3]$ .

If the jury decides by reasoned deliberation, the first three classified in the curricular analysis will be invited for an interview (INT), being the final mark  $NFE = [NF*0,8 + INT*0,2]$ .

Candidates may be excluded from the competition on the following grounds:

- (a) For not possessing the mandatory requirements required in the competition notice (point 2.).
- b) Candidates who score less than 9.5 are considered excluded from the competition.

### Jury of Selection:

The jury responsible for the selection process is composed by PhD Professors, 3 effectives and 3 substitutes:

- President – Professor Vânia Natércia Gonçalves Costa (IPCA);
- Effective – Professor Andreia Moura (IPC);
- Effective – Professor Maria do Rosário Mira (IPC);
- Substitute – Professor Sílvia Raquel Pereira (IPCA);
- Substitute – Professor Susana Silva (IPP);
- Substitute – Professor Goretti Silva (IPVC);

## 8. MANDATORY DOCUMENTS:

The applications must include the following documents:

- 1) Dated and signed Curriculum Vitae.
- 2) Proof of degree.
- 3) Copy of certificates of qualifications with detailed transcripts, diploma supplement and proof of technical/professional experience.
- 4) Proof of enrolment in a study cycle leading to a Master's degree.
- 5) A letter of motivation from the candidate addressed to the President of the Jury.
- 6) Letter of recommendation addressed to the President of the Jury.

- 7) Identification, residence, identification document number and tax identification number.
- 8) Other documents that the candidate considers relevant.

None of the previously referred documents can be submitted after the deadline presented in this scholarship notice. Applications sent by any means other than the one specified will not be accepted..

#### **9. DEADLINE OF APPLICATIONS SUBMISSIONS:**

The competition is open for 10 working days, from 28 October to 11 November 2022.

Applications must be formalised by sending an email from a valid and functional address to the following email address: [bolsas.investig@ipc.pt](mailto:bolsas.investig@ipc.pt), indicating the fellowship reference (mandatory) **CITUR-COIMBRA/TalentTour/2022**, and will only be considered received with the counter-delivery of an email certifying proper receipt and respective submission by the end of the deadline set together with the other documents.

#### **10. PUBLICATION/NOTIFICATION OF RESULTS:**

The results of the evaluation will be published in alphabetic order and publicly displayed in the School of Hospitality and Tourism of the Polytechnic Institute of Cávado and Ave. All candidates will be notified, for the purposes of prior hearing of interested parties, by e-mail.

#### **11. LEGISLATION AND APPLICABLE REGULATION:**

The grant award is based on:

- 1) Law no. 40/2004, of 18 August (Statute of the Scientific Research Grant Holder), amended and republished by Decree-Law no. 202/2012, of 27 August, updated by Decree-Law no. 233/2012, Law no. 12/2013 and Decree-Law no. 89/2013;
- 2) the Scholarships and Research Regulations of the Foundation for Science and Technology in force ([www.fct.pt/apoios/bolsas/docs/RegulamentoBolsasFCT2015.pdf](http://www.fct.pt/apoios/bolsas/docs/RegulamentoBolsasFCT2015.pdf));
- 3) the Order No. 5963/2020, published in the 2nd series of the DR of 1 June, rectified by Declaration of Rectification No. 742/2020, published in the Diário da República, 2nd series, No. 212/2020, of October 30, in compliance with the Regulation for Scholarship Holders of the Polytechnic Institute of Coimbra.

The model grant contract and final reports to be prepared by the grant holder and the coordinator are those included in the annexes of the above-mentioned Scientific Research Grant Holder Statute.

#### **For further information please contact:**

Professor Vânia Costa ([vcosta@ipca.pt](mailto:vcosta@ipca.pt)) indicating the reference of fellowship (mandatory): TalentTour/2022 - UIDB/04470/2020

Coimbra, 13th October 2022