

INTERNATIONAL OFFICE OF THE UNIVERSITY OF PORTO**PLACEMENT OFFER**

COMPANY	CETAPS
LOCATION	Faculdade de Letras da Universidade do Porto Via Panorâmica s/ n.º 4150-564 Porto
MAIN ACTIVITY	Research Centre which belongs to two public universities: The Universidade do Porto and the Universidade Nova de Lisboa. This particular placement will be in Porto.
PLACEMENT OFFERED	<p>CETAPS will be organizing, in 2016, at a global scale, the Commemorative Programme of the 500 Years of the publication of Thomas More's <i>Utopia</i>. "Utopia 500" has a Website (Web3.letras.up.pt/utopia500) meant to contain:</p> <ul style="list-style-type: none">. information on all the events (all over the world) that will be organized in order to celebrate the idea of Utopia.. the promotion of two outreach activities: "PAN-Utopia 2100" and "Great Utopians: People with ideas that have changed the world".. Information on the ARUS network (Advanced Research in Utopian Studies). <p>Trainees will help the organizing committee of Utopia 500 to contact cultural and educational institutions, all over the world, inviting them to join the programme. They are expected to do this, in particular, with regard to their home country. A truly international work environment will be offered, from September 2015 to December 2016, as well as the unique opportunity to participate in a project that will grow in direct proportion to their work.</p> <p>They will also help with the organization of activities that will take place in Portugal, namely the organization of the International Conference of the Utopian Studies Society / Europe, to be held in Lisbon in July 2016, and of its associated activities (theatre plays, cinema cycles, book exhibitions, public readings...).</p> <p>The digital social media (Facebook, Twitter...) will be instrumental for the good promotion of the project.</p>
	<p>Good English. We are looking for trainees who are responsible and dynamic, and are able to comply with deadlines and work in an international environment. Although it is not a must, experience in using MS Office tools and in organizing events is a plus, and knowledge of Portuguese is an advantage.</p>
TYPE OF STUDIES	International Relations / Languages / Communication / Translation / Utopian Studies
LEVEL OF STUDIES	Undergraduate or postgraduate student
DESIRED SKILLS	Interested in international affairs. Flexibility to adapt to different work activities. Ability to work in an international environment. Willingness to contribute to the success of the project.

LANGUAGE	English – written and spoken. Knowledge of Portuguese is considered an advantage, but will it not be, by any means, a must.
NATIONALITY	We are welcoming people from all over the world.
STARTING DATE	-
DURATION	3 and 6 months (or more)
SALARY	No financial contribution
GRANT (eg. ERASMUS or LEONARDO)	To be considered by the home institution (or country). Mandatory.
ACCOMMODATION	In the University's residences: 150 € per month for shared room and 200 € per month for single room (subject to availability) or in a flat to be shared with other students (average 200 € per student per month)
DEADLINE	Applications should include a CV and a motivation letter to be sent by e-mail to the contact below. The deadline for receiving applications is a.s.a.p. This is an open call: we will welcome trainees willing to work from September 2015 to December 2016 (and beyond, if needed).
CONTACT	Fátima Vieira CETAPS Faculdade de letras da Universidade do Porto Via Panorâmica s/ n.º 4150-564 Porto Portugal Tel: +351 91 677 44 98 E-mail: vieira.mfatima@gmail.com URL: http://sigarra.up.pt/flup/en/FUNC_GERAL.FORMVIEW?p_codigo=215533