**FELLOW / INTERNSHIP PROGRAM**

PROGRAM DESCRIPTION

The BRICS Policy Center and the Institute of International Relations (IRI/PUC-Rio), located in Rio de Janeiro, Brazil are accepting applications for Visiting Fellows and/or international interns to conduct research on topics related to the Center’s activities. Fellows will stay in Rio de Janeiro during the time of the program.

THE FELLOWSHIP

* Fellows are expected to reside in Rio de Janeiro for a previously agreed period of time. Each Fellow will collaborate with one of the research groups at the center to produce publications and participate in related events such as colloquia and workshops.  The Center will provide each fellow with a working space (including a desktop computer and internet connection) at its historic home, the architectural heritage “Casas Casadas”. The BPC is located in Laranjeiras, a wooded and charming neighborhood in Rio’s South Zone.

* It’s important that you arrive in Brazil with an international health insurance covering the entire period of your stay and the vaccination certificate against COVID-19.

* During the Fellowship program you are expected to present at least one conference at BPC, and, if of your interest you are allowed to give one lecture at Pontifical Catholic University, PUC-Rio. Fellows are also expected to produce one Policy Brief and/or other academic paper on a theme to be discussed with the research group.

Fellows are responsible for obtaining the Brazilian visa through their local consulate or embassy. To obtain the visa, fellows must first send us all information required for completing the visa documentation. Kindly do this as soon as possible **after being approved by the program.** We will send you a list of details we must have in order to issue a “Letter of Invitation” for the visa.

* The program is on a voluntary basis, which means that the BRICS Policy Center will not offer any kind of remuneration. If it is of interest to the fellow, he/she can pay an optional fee of approximately 900 reais to CCCI (Central Coordination of International Cooperation) for a program that involves airport reception, city tours, orientation week, a leveling test in Portuguese, assistance with the Federal Police in the immigration process, a welcome lunch, social gatherings, field trips, and other assistance during the stay in Rio de Janeiro

FELLOWSHIP ELIGIBILITY:

* **Language**: Have working language of either English or Portuguese and be able to both write and collaborate with local scholars in one of those two languages;

* **Education**: Have earned a Doctorate from an accredited university or professional school (exceptional doctoral candidates may be considered if the proposed project is part of the thesis project);

* **Experience**: Have prior research and/or professional experience in a theme related to the proposed project.

THE INTERNSHIP

* Interns are expected to reside in Rio de Janeiro for a previously agreed period of time. Each intern will collaborate with one of the research groups at the center to produce publications and participate in related events such as colloquiums and workshops.  The Center will provide each intern with a working space (including a desktop computer and internet connection) at its home, the architectural heritage “Casas Casadas”.  The BPC is located in Laranjeiras, a wooded and charming neighborhood in Rio’s South Zone.

* It’s important that you arrive in Brazil with an international health insurance covering the entire period of your stay and the vaccination certificate against COVID-19.

* As the BRICS Policy Center is part of the Pontifical Catholic University of Rio de Janeiro, all interns must be enrolled at the university. Interns will have to complete their applications through the International Office (CCCI) of PUC-Rio. A separated step-by-step instruction of this process will be sent to each candidate.

* The interns are responsible for obtaining the Brazilian visa through their local consulate or embassy. To obtain the visa, the interns must first send us all information required for completing the visa documentation. Kindly do this as soon as possible **after being approved by the program.** CCCI will provide and send the candidates the invitation letter.
* The program is on a voluntary basis, which means that the BRICS Policy Center will not offer any kind of remuneration. Volunteer interns will have to pay approximately 900 reais to CCCI (Central Coordination of International Cooperation) for a program that involves airport reception, city tours, orientation week, a leveling test in Portuguese, assistance with the Federal Police in the immigration process, a welcome lunch, social gatherings, field trips, and other assistance during the stay in Rio de Janeiro.

INTERNSHIP ELIGIBILITY:

* **Language**: Have working language of either English or Portuguese and be able to both write and collaborate with local scholars in one of those two languages;

* **Education**: Interns must be enrolled in an accredited university, either coursing their bachelors or masters;

* **Experience**: N/A.

APPLICATION MATERIALS

1. The completed and signed **application form** (attached);

1. A **curriculum vitae (resumé),** in Portuguese or English;

1. **2** **letters of recommendation** from sources familiar with the applicant’s research and professional record (optional);

1. **Writing sample**: past publication or manuscript (in English or Portuguese), preferably on a theme relevant to the proposed project (optional).

1. **Research/ Project Proposal**: Please indicate, in a preference order, up to 03 research groups and/or themes you would like to cope with while at BPC, and submit 2-3 pages that include research question and relevance, literature review, methods, and timeline.

1. **Statement of Purpose**: 1 page statement of purpose explaining how the stay at BPC will help in carrying out the project.

1. **Main Pages of Passport**:first pages with personal information including number and expiration date.

**APPLICATION FORM**

*Please submit all materials electronically to* *bpc@bricspolicycenter.org**.*

|  |
| --- |
| Please attach a picture |

FULL NAME:

CITIZENSHIP:

TITLE:

INSTITUTIONAL AFFILIATION:

ADDRESS FOR CORRESPONDENCE:

PASSPORT NUMBER (Please attach a copy of the main pages of your passport):

TELEPHONE:

EMAIL:

I WANT TO PAY THE CCCI OPTIONAL FEE? ( ) YES ( ) NO \* Mandatory for volunteer interns

PROPOSED DATES OF STAY

 Start date \_\_\_\_\_\_\_\_\_\_ End Date \_\_\_\_\_\_\_\_

PLEASE INDICATE PREFERRED RESEARCH GROUP (more information about the groups can be found on the BPC website: [www.bricspolicycenter.org](http://www.bricspolicycenter.org))

**(  ) International Cooperation for Development (LACID)**

**(  ) Global South Unit for Mediation (GSUM)**

**(  ) Socioenvironmental Platform**

**(  ) BRICS Urbe**

**(  ) SEED**

**(  ) Modern Slavery Research Center**

**(  ) The political economy of the South-South relations**

**(  ) Innovation and governance of development**

**( ) Amazon Observer**

Please Specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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PROJECT TITLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROJECT PROPOSAL (please attach 2-3 pages including research question and relevance, literature review, methods, and timeline)

STATEMENT OF PURPOSE (please attach a 1-page statement of purpose explaining how the stay at BPC will help in carrying out the project)

RECOMMENDERS (optional): Please ask recommenders to write about the merit of the project and your ability to carry it out. Recommenders should send letters directly to BPC through email. The original letter should be attached to the application and sent by mail.

1. NAME:

TITLE AND INSTITUTION:

EMAIL:

1. NAME:

TITLE AND INSTITUTION:

EMAIL:

SELECTION CRITERIA

* Relevance of the project to the Center’s activities and goals;
* Potential for collaboration;
* Ability of candidate to participate in Center activities while in Rio de Janeiro;

ADITIONAL INFORMATION

The selected Fellows/Interns agree with the following copyright rule referent to the academic production while at BRICS Policy Center: “All rights reserved according to law. No part of this publication may be reproduced or distributed in any form or by any means, or stored in a database or retrieval system, without the prior written consent of BRICS Policy Center / Centro de Estudos e Pesquisas BRICS.

The opinions and content expressed in this article are those of the author(s) and do not necessarily reflect the official policy or position of the institutions to which they are affiliated.”

Full name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_