

# 2024 CALL FOR APPLICATIONS FOR FUNDED PHD POSITIONS

INED is recruiting 3 PhD students to work in one of its 11 research units.

**The deadline for applications is 3 May 2024 at 12:00 PM (noon), Paris time.**

**Please note:**

**We recommend that you complete your application at least 2 business days before the deadline. Check the accuracy of the names and contents of all documents before you upload them: you will not be able to view them once uploaded.**

**Late or incomplete applications will not be considered.**

**Questions can be addressed to [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr)**

## 1. INED: Training for research through research

Founded in 1945, the French Institute for Demographic Studies (INED, [www.ined.fr](http://www.ined.fr)) is a public research institute whose missions are to conduct research on all aspects of populations, to disseminate related knowledge, and to provide research training. INED researchers come from a broad range of disciplines: not only demography but also sociology, economics, history, geography, statistics, epidemiology and medicine. A substantial proportion of research at INED is about France, but much of it focuses on other geographical areas. In particular, INED has a long tradition of studies on the Global South.

INED offers training for and through research, notably through the employment of around 60 doctoral researchers in its research units. The policy for their employment is based on two key principles:

- ***Doctoral researchers are research professionals.*** As such, their activity is remunerated on the basis of an employment contract (providing benefits such as social security, paid holidays and sick leave).<sup>1</sup> Regardless of the funding source,<sup>2</sup> their research must comply with the principles set out in the French Charter for Research Integrity and with best practices in the profession.

<sup>1</sup> The conditions of remuneration for doctoral students' employed are set by decree. The latest, issued on 26 December 2022, can be consulted at: <https://www.legifrance.gouv.fr/jorf/id/JORFTEXT000046820745>

<sup>2</sup> Applicants who have already obtained PhD funding can also apply to be hosted at INED by following the procedure at: <https://www.ined.fr/en/research/phd-students/applying-with-outside-non-ined-ipops-funding/>

- **Post-doctoral researchers are in training, and their research is an integral part of their career development.** As such, they receive personalized support from an INED researcher acting as their PhD supervisor or co-supervisor (see the list of INED research mentors below). The INED thesis supervisor or co-supervisor supports the young researcher in conducting their research project, and assists them in planning and advancing their career. PhD students are also entitled to support from INED's Delegation for doctoral and post-doctoral affairs, as well as an annual scientific assessment by the INED-iPOPs committee. In submitting an application in response to this call, the applicants and all of their supervisors (both at INED and external) commit to adhere to the principles and good practices defined in INED's policies on PhD studentships. These are detailed in two documents available from the INED website:<sup>3</sup> the Policy on Hosting PhD Students and the INED PhD Student Charter.

## 2. Call for applications

INED is recruiting 3 PhD students on three-year contracts. The contract will **start on 1 October 2024 (on condition of the successful completion of a master's degree)**. They may begin on another date, between 1 September 2024 and 1 January 2025, upon justified request and with the agreement of their supervisor(s). In this case, the successful applicant commits to providing all requested administrative documents before 22 July 2024.<sup>4</sup>

The selected PhD students will be hosted at INED (on the Condorcet Campus in Aubervilliers, France) and will become INED employees. They will carry out their research within one of the Institute's research units and participate in its research activities. They may also be hosted in an additional research unit outside INED. They are also entitled to make use of INED's research support services.

As indicated in the Charter for PhD Students, doctoral researchers hosted by INED commit to being physically present at the Institute on **at least a half-time basis**, and to participating in various INED activities: in particular, those of their research unit (unit meetings and seminars, INED Monday seminars, etc.) and events specifically organized for PhD students (welcome day, doctoral workshop, etc.).

The proposed research project must be consistent with INED's research priorities (see the [INED Strategic Orientations](#)).

The completion of the research project may require additional funding (for example, for data collection). This call is aimed exclusively at awarding doctoral employment contracts, and does not cover any other research funding. Obtaining the funding required to carry out the research is the responsibility of the applicant and their supervisor(s). The budget required for the research must be evaluated and presented in the application. The potential funding sources must be specified, and are part of the criteria for evaluating the feasibility of the project.

All information published during the period of the call for applications and on the subsequent decisions, will be made available on the INED website. Applicants and their supervisors should regularly consult this page, which may be updated during the period of the call for applications.

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<sup>3</sup> <https://www.ined.fr/en/research/phd-students/hosting-phd-students/>

<sup>4</sup> Information form, copies of ID, copy of master's degree.

### 3. Conditions of Eligibility

The eligibility criteria concern both the applicant and all of their supervisors.

**3.1. The applicant** must fulfil the following three criteria:

- ✓ Holding a master's degree or equivalent, or being enrolled in the final year of a master's or equivalent programme in the 2023–2024 academic year, qualifying them for admission to a PhD programme in a discipline related to the population sciences.
- ✓ Enrolling **for the first time** in a PhD programme (i.e. in the first year) at an institution in France or abroad for the 2024–2025 academic year.<sup>5</sup>
- ✓ The applicant's PhD supervisor or co-supervisor must be a permanent INED researcher (see the list below or on the INED website). Applicants should directly contact an INED researcher whose research is related to their proposed project<sup>6</sup>.

There are no restrictions in terms of age or nationality.<sup>7</sup>

**3.2. The applicant's supervisor(s)** must fulfil the following criterion:

- ✓ A single INED researcher may supervise at most two PhD students employed on INED contracts (excluding fourth-year students) in the 2024–2025 academic year. This includes students recruited through this call for applications.

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<sup>5</sup> When they begin at INED, PhD students will be required to provide a registration document which mentions their INED (co-)supervision.

<sup>6</sup> <https://www.ined.fr/en/research/research-teams/>

<sup>7</sup> Applicants from outside of France can consult INED's policies and services for internationally hosted researchers here: <https://www.ined.fr/en/institute/international-relations/support-for-researcher-mobility/incoming-mobility/>

## 4. Mandatory information and documents

All the information and documents required for the application must be in French and/or English.

### 4.1. Information and documents to be provided by applicants

In order for the application to be complete, **applicants** are required to:

- a) Enter all of the information requested on the [call platform](#) (see section 5) in the following sections: personal details, university, INED hosting, thesis project, supervisors, other information, application submission. Applicants must fill in all fields, including a summary of their thesis project, a description of their funding needs (in addition to salary), and a schedule of the main phases in their thesis research.
- b) Submit all of the following documents via the call platform:
  - Curriculum vitae
  - Cover letter (not exceeding 2 pages)
  - A thesis project, not to exceed 5 pages, including the bibliography. The project statement is to be drafted by the applicant in close collaboration with their supervisors. It must include the following:
    - ✓ *A presentation of the research topic in context, demonstrating its importance and originality, based on a state of the art literature review*
    - ✓ *Research objectives and hypotheses*
    - ✓ *Methodology* (data sources, planned data collection, statistical methods)
    - ✓ *Main expected results*
    - ✓ *Work plan and schedule*
    - ✓ *Bibliography*
    - ✓ *An assessment of research risks and proposed solutions.*

This section requires particular care (recommended length: 1/2 page), and should only be written up after detailed consultation with supervisors. It will allow the committee to assess the student's ability to anticipate difficulties inherent in the proposed research project and to find solutions to problems that arise (related, for example, to access to sources, data collection, funding searches, learning and applying analytic methods, writing difficulties [especially for applicants who will be not be writing in their native language], etc.). The impacts in terms of scheduling delays or the possibility of dropping a segment of the proposed research outline should be indicated.

- Master's (M2 or equivalent) thesis. If the final version of your dissertation is not available, a provisional version of the dissertation must be submitted (with the label 'provisional version' on the front page). Applicants who do not have a master's (M2) must submit an equivalent academic dissertation, along with an explanation, via the call platform.
- Master's thesis defence report. Applicants who do not have a report must file a statement from their master's thesis supervisor specifying the reason the document cannot be submitted (e.g., master's thesis defence scheduled later than the application deadline; thesis defended at an institution that does not issue reports at the master's level).

- Transcript of grades from the master's programme (all years; M1 and M2, for French programmes). Applicants who do not have one of these records must submit a document provided by the coordinators of the programme explaining the reasons. If the applicant's university specifies in a single document that neither a thesis defence report nor a transcript of master's grades can be provided, the applicant should submit this document twice: once in the place of the thesis defence report and once in the place of the master's transcript.
- [Sworn declaration](#)

#### 4.2. Documents to be provided by the INED (co-)supervisor/(co-)director

For the application to be complete, the **INED (co-)supervisor** is required to:

- a) Enter all information requested by the call platform for supervisors (see Section 5).
- b) Submit the following documents on the call platform:
  - A completed supervisor form<sup>8</sup> for each (co-)supervisor (a form must be submitted for *each* supervisor). Access to the call platform is restricted to INED supervisors; it is therefore their responsibility to collect completed forms from non-INED supervisors and submit them via the platform. The form can be [downloaded from the call site](#).<sup>9</sup> Their personal link to the platform will be provided by email.

#### **Special cases:**

- If one of the supervisors is from outside INED, the INED (co-)supervisor is responsible for submitting both forms via the platform.
- If both are INED researchers, only one is responsible for submitting the forms.
- INED researchers who intend to support several candidates must contact the team at [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr), who will then provide additional connection details.

## 5. Practical information

The application must be uploaded to the electronic platform. **No other means of transmission will be accepted.**

**The applicant** must create a user account and submit their application via the following address:

<https://survey.web.ined.fr/index.php/782753?lang=en>

The **applicant** must indicate the names of their INED and external supervisors in their application.

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<sup>8</sup> Supervisors are permitted to file a letter of support for the applicant in lieu of the supervisor form. However, they should keep in mind that such letters generally contain less information than the completed form and may therefore interfere with the assessment of the application, possibly hurting the applicant's chances.

<sup>9</sup> <https://www.ined.fr/en/research/phd-students/2024-call-for-doctoral-applications/>

Eligible **INED researchers** already have a user account on the supervisors' platform (a link was sent to them by email when the call was launched). The applicant and their INED supervisor must submit the documents they are responsible for via these platforms.

Applicants do not have access to the documents submitted via the platform for supervisors. They will be notified by email when their supervisor's submission of all documents has been completed and confirmed.

**Important: Validation of the application**

**To submit their application, the applicant must click on 'Submit' on the last page of the platform before the deadline (the timestamp of the platform defines the official time of submission). A confirmation email will then be automatically sent to the email address associated with the application.**

Any application with missing information from either the applicant or supervisor (see list in section 4, 'Mandatory information and documents') will be considered invalid.

In case of technical difficulties with the platform, the applicant must send an email to [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr) with precise details of the problem (including screenshots, information on the computer and software used, etc.), at least 2 days before the submission deadline if possible. Documents and information submitted after the deadline will not be considered.

**The deadline for submissions is Friday 3 May 2024 at 12:00 noon, Paris time.**

**Please note:**

- We recommend that you finalize your application at least two business days before the deadline.**
- Carefully check the accuracy of the names and contents of the documents you upload – you will not be able to view them after uploading.**

**Late or incomplete applications will not be considered.**

**Questions can be addressed to [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr)**

**Recommendations for a successful application**

Applicants are strongly advised to finalize their applications several business days before the deadline, in keeping with the following schedule:

➡ **No later than 1 month before the deadline:** the applicant and their supervisors establish the outline of the thesis project. They will also want to familiarize themselves with how to use the submission platform in their own IT environment (and practice using it).

➡ **No later than 2 weeks before the deadline:** the applicant and their INED supervisor(s) review progress on the application and together determine a schedule aimed at finalizing the application several days before the deadline.

➡ **No later than 4 business days before the deadline:** the applicant finalizes their part of the application.

➡ **No later than 2 business days before the deadline:** the INED supervisor finalizes their component of the application via the call platform.

### **Protection of personal data**

The collection of applicants' personal data is conducted in compliance with European and national data protection law. The information submitted on the call platform will be used for the purpose of managing applications, during the submissions process and after the submission of applications. Their processing is required for pre-contractual coordination between INED and the applicants.

The team managing the application process will be able to access and use the relevant information to contact applicants and supervisors as soon as this information is entered and before it is submitted. This information includes the title, first name, surname and contact details of applicants and supervisors.

You have rights under the law: to access and obtain a copy of your data; to complete or rectify your data; to object to the processing of your data; and to request its deletion or restriction. These rights can be exercised by emailing [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr).

After submission, your data will be stored for two years if your application is rejected and for five years if your application is successful.

This processing is formally registered in the INED CIL register under the reference 2014-CIL-0002: the INED Data Protection Officer can provide information on the details ([dpo@ined.fr](mailto:dpo@ined.fr)). You also have the right to file a complaint with the National Commission on Informatics and Liberty (CNIL).

## **6. Selection procedure**

The selection procedure involves three phases: validity check (*recevabilité*), initial selection (*admissibilité*) and final selection (*admission*).

### **Validity check (*Recevabilité*)**

The aim of this phase is to verify that the application complies with the rules set out in this call. No exceptions will be made.

The organizing team from the call for applications<sup>10</sup> checks the validity of the application (fulfilment of the eligibility criteria, compliance with the rules on the submission of applications, and the transmission of all the necessary documents and information). Only applications found to be valid are passed on to the INED-iPOPs committee for the initial selection phase.

If an applicant submits more than one application through the platform, only the last application submitted will be examined. The information included in the earlier applications will be disregarded.

If information comes to light during the initial or final selection phases of the selection procedure that calls into question the validity of an application, it may then be declared ineligible. The list of eligible applications will be made available on the [INED website](#).

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<sup>10</sup> The team organizing the call for applications includes the INED head of doctoral and post-doctoral affairs and the coordinator of the delegation, the IT engineer responsible for the call platform, and representatives of the INED's directorate, along with six researchers or representatives of INED departments.

### **Initial selection (*Admissibilité*)**

The INED-iPOPs Selection and evaluation committee is responsible for evaluating the applications.<sup>11</sup> All committee members are provided with all eligible applications. Two evaluators (*rapporteurs*) are appointed for each application: one from among the five elected INED researchers and the other from among the five external experts. The committee will sit in the second half of June 2024. After deliberating, the committee will establish a ranked list of initially selected (*admissible*) candidates. **The list of admissible applicants is not public, and the members of the selection committee are bound by the strictest confidentiality.**

### **Final selection (*Admission*)**

The admissions panel (*jury d'admission*) consists of the Director of the Institute or their representative, who chairs the committee, the chair of the INED-iPOPs committee, and five INED researchers or representatives of INED departments. They will examine the applications initially selected by the INED-iPOPs selection and evaluation committee. They will finalize and publish a list of successful applicants (*admis*), and potentially a waiting list, on 28 June 2024 at 3 pm (Paris time). The order of the finally selected applicants may differ from that of the initial selection.

### **Notification of applicants**

For each application submitted by the application deadline, the applicant and their supervisor(s) will receive a written reply by email in the three weeks following the publication of the results.

If the application is deemed valid, the applicant and their proposed INED supervisor(s) will receive a summary of the evaluation drafted by the members of the INED-iPOPs committee.

### **Publication of results and acceptance of applicants**

The list of admitted applicants will be published on [the website for the call for applications](#)<sup>12</sup> on 28 June 2024 at 3 pm (Paris time). The Delegate for doctoral and postdoctoral affairs will notify the selected applicants by email. Applicants will have four business days from the publication of the results to accept or decline the proposed doctoral contract by sending an email indicating their decision to [info-doctorants@ined.fr](mailto:info-doctorants@ined.fr). Applicants must accept the contract themselves (mentors and unit heads are not authorized to respond on the applicant's behalf). A timely response from candidates who do not intend to accept the offer will help ensure that those on the waiting list can take advantage of the proposal. If the applicant fails to reply within four working days, INED reserves the right to offer the contract to an applicant on the waiting list.

Applicants who are selected for INED funding via this call for applications but obtain funding from another source can accept that funding and be hosted at INED by applying for a PhD position with outside funding.<sup>13</sup>

### **Contract**

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<sup>11</sup> A presentation of this committee can be found on the site for this call for applications.

<sup>12</sup> <https://www.ined.fr/en/research/phd-students/2024-call-for-doctoral-applications/>

<sup>13</sup> This procedure will be simplified if your application was selected through this call. For more information: <https://www.ined.fr/en/research/phd-students/applying-with-outside-non-ined-ipops-funding/>



After accepting the offer, the applicant will be asked to provide the information and documents needed to establish the contract. INED reserves the right to offer the contract to another applicant if the applicant does not supply the required documents within four weeks of accepting the offer. Successful candidates who have not yet defended their master's thesis when they accept the contract will need to provide evidence of the date of their defence at least 6 weeks prior to the contract start date.

Applicants who have difficulties finalizing their files (for example, foreign applicants) may request an extension, with justification. The INED Human Resources Department ([sce-rh@ined.fr](mailto:sce-rh@ined.fr)) and International Affairs Department ([drip@ined.fr](mailto:drip@ined.fr)) are available to provide assistance. Applicants from abroad can also obtain the Welcome booklet for foreign researchers by emailing [recrutement-postdoc@ined.fr](mailto:recrutement-postdoc@ined.fr) or [from the INED website](#).

In accordance with the applicable legislation, the researcher's salary will be paid into a French bank account at the end of the month following the beginning of the contract. They will thus be asked to prepare financially for their arrival in France. The researcher is responsible for any travel and moving costs they may incur in order to take up the position – INED will not cover these costs.

## Appendix 1

### List of INED research supervisors

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Applicants must contact potential research supervisors directly:

<https://www.ined.fr/en/research/researchers/>

ATTANE Isabelle (DR <sup>14</sup> , HDR <sup>15</sup> )	DIETRICH-RAGON Pascale (CR)	PENNEC Sophie (DR)
BARBIERI Magali (DR)	DUTHE Géraldine (DR)	RABATE Simon (CR)
BEAUCHEMIN Cris (DR, HDR)	FLORIAN Sandra (CR)	RAULT Wilfried (CR)
BECQUET Valentine (CR <sup>16</sup> )	FONTAINE Roméo (CR)	REGNIER-LOILIER Arnaud (DR)
BELLIS Gil (CR)	GOSELIN Anne (CR)	REMILLON Delphine (CR, HDR)
BERGSTRÖM Marie (CR)	GUERIN-PACE France (DR)	ROZEE Virginie (CR, HDR)
BLUM Alain (DR)	GUILLOT Michel (DR)	SEGUY Isabelle (CR)
BONNET Carole (DR)	HADDAD Marine (CR)	SIMO FOTSO Arlette (CR)
BONNET Florian (CR)	HAMEL Christelle (CR)	SIMON Patrick (DR)
BOUCHET-VALAT Milan (CR)	ICHOU Mathieu (CR)	SOLAZ Anne (DR)
CAHEN Fabrice (CR)	KESZTENBAUM Lionel (DR)	THERE Christine (DR)
CAMARDA Carlo-Giovanni (CR)	LAMBERT Anne (CR)	THIERRY Xavier (CR)
CAMBOIS Emmanuelle (DR)	LE ROUX Guillaume (CR)	TOULEMON Laurent (DR)
CARON Louise (CR)	LELIEVRE Eva (DR)	TRABUT Loïc (CR)
CAYOUILLE-REMBLIÈRE Joanie (CR)	LETURCQ Marion (CR)	TRACHMAN Mathieu (CR)
COUNIL Émilie (CR)	MAZUY Magali (CR)	VÄISÄNEN Heini (CR)
DE LA ROCHEBROCHARD Elise (DR, HDR)	MOULIN Léonard (CR)	
DESEQUELLES Aline (DR)	OBUCINA Ognjen (CR)	
	PAILHE Ariane (DR)	

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<sup>14</sup> Directeur·trice de recherche

<sup>15</sup> Habilité·e à diriger des recherches

<sup>16</sup> Chargé·e de recherche