

Public Notice n.º 800/2017

1 - Under the terms of *ECPDESP* [statutes of the academic staff career], approved by Decree-Law no. 185/81, dated July 1st, amended by Decree-Laws no. 69/88, dated March 3rd, and 207/2009, dated August 31st, and by Law no. 7/2010, dated May 13th, and in accordance with the *Regulamento de Recrutamento e Contratação do Pessoal Docente de Carreira* [regulation on the recruitment and hiring of career academic staff] of the Polytechnic Institute of Leiria, published in the *Diário da República*, 2nd series, no. 127, dated July 2nd 2010, the Order no. 10990/2010 makes public that, under an order issued in March 2nd of 2017 by the President of the Polytechnic Institute of Leiria, in accordance with a proposal of the Director of the School of Education and Social Sciences of the Polytechnic Institute of Leiria, a competition for the recruitment of a *Professor Coordenador* [professor], who will be given a public service contract of unspecified duration, in the field of Fine Arts-Drawing — disciplinary area of Education, Creativity and Plastic Arts of the School of Education and Social Sciences of the Polytechnic Institute of Leiria will be open for a period of thirty working days, starting from the date of publication of this Public Notice in the *Diário da República* – 1 place.

2 - Effectiveness: This competition is exclusively for filling the abovementioned place, and will finish when the admission is complete.

3 - Functional content of the category:

3.1 - According to article no. 2-A of *ECPDESP*, polytechnic higher education lecturers are responsible for providing the academic service that is assigned to them, and to guide and supervise students; to develop research, cultural creation or experimental development activities; to participate in development, scientific and technological dissemination, and economic and social knowledge valorisation tasks; and to participate in the management of their higher education institutions.

3.2 - Under the terms of article no.3(5) of *ECPDESP*, the *Professor Coordenador* is responsible for the pedagogical, scientific and technical coordination of the academic and research activities in a subject or scientific area, and namely to: conduct and teach theory, theory-practice and practice classes; supervise internships, seminars, and laboratory or field work; supervise the pedagogical, scientific and technical activities of the *Professores Adjuntos* [senior lecturers] of their specific subject or scientific area; cooperate with other *Professores Coordenadores* of the same scientific area in the coordination of programmes, teaching methodologies, and general research guidelines; develop scientific research and experimental development activities in their specific subject or scientific area.

4 - Salary (article no. 35(1) of *ECPDESP*): “The remuneration of career professors, and hired academic staff is established in a separate law.” - Decree-Law no. 408/89, dated November 18th,

amended by Decree-Laws no. 76/96, dated June 18th, 124/99, dated April 20th, and 373/99, dated September 18th.

5 - Admission requirements:

5.1 - Under the terms of article no. 17 of Law no. 35/2014, dated June 20th, and article no. 12-E of *ECPDESP*, only candidates who satisfy all of the following general requirements, up to the last day of applications' submission, may apply:

- a) To be over the age of 18;
- b) Not to be inhibited from carrying out public service nor forbidden to carry out the functions for which they are applying;
- c) To have physical robustness, and the psychological profile required to carry out the functions for which they are applying;
- d) To have complied with the compulsory vaccination laws.

5.2 - According to article no. 19 of *ECPDESP*, only those who hold a Doctor's degree, or are considered specialist in the competition's area or a similar area, either obtained more than five years ago, may apply. The specialist title indicated in article no. 19 of *ECPDESP* refers to the one specified in article no. 48 of Law no. 62/20017, dated September 10th, and Decree-Law no. 206/2009, dated August 31st.

5.3 - Candidates holding foreign qualifications must prove the recognition, equivalence or record of the Doctor's degree, under the terms of the applicable legislation.

6 - Application procedure:

6.1 - Applications must be presented in person, or by mail (registered letter), sent to the following address of the Polytechnic Institute of Leiria: Rua General Norton de Matos, Apartado 4133, 2411-901 Leiria, until the date established for applications' submission, as specified in no. 1 of this Public Notice.

6.2 - Applications are made by presenting a duly dated and signed competition admission request (form available at <http://www.ipleiria.pt/recursos-humanos/concursos/>), addressed to the President of the Polytechnic Institute of Leiria, which must include: Full name, date of birth, gender, nationality, I.D. number, address, email, telephone number, academic qualifications, professional category and position currently held (if applicable), indication of the competition, the number of the Public Notice, with the reference of the *Diário da República* in which it was published, as well as a list of the documents sent with the request.

6.3 - Candidates must also send the following documents, properly numbered and identified:

- a) Photocopy of the academic and professional qualification certificates or other legally recognized document;

b) Declaration, with a sworn statement, to be provided in the form indicated in no. 6.2 of this Public Notice, of their status regarding each of the conditions of *a)*, *b)*, *c)* and *d)* of 5.1 of this Public Notice;

c) Documents attesting that the candidate meets the legal conditions referred in no. 5.2 and 5.3 (if applicable) of this Public Notice;

d) 2 copies of the *curriculum vitæ*, duly dated and signed, organized in accordance with the selection and seriation criteria, the assessment system, and final classification established in no. 7 of this Public Notice;

e) 2 copies of the documents attesting the facts stated in the candidate's *curriculum vitæ*.

6.4 - The candidate must provide a paper copy of the documents mentioned in *d)* and *e)*, and another copy in a non-editable format (pdf), in a duly identified digital recording device (CD/DVD/PEN).

6.5 - The documents must be presented in Portuguese, Spanish or English. Any document attesting the facts stated in the candidate's *curriculum vitæ* or any work mentioned in the candidate's *curriculum vitæ* which is written in a different language from the abovementioned must also be translated into Portuguese, Spanish or English.

6.6 - The non-presentation of the documents attesting the facts required in no. 5.1, 5.2 and 5.3 (if applicable) of this Public Notice, or the presentation after the period stipulated in no. 1, will lead to the exclusion of the application.

6.7 - The non-presentation of the documents related to the *curriculum vitæ* of the candidate will lead to the exclusion of those aspects.

6.8 - The presentation of false documents will lead to immediate exclusion from the competition, and those facts will be reported to the competent authority for purposes of criminal prosecution.

6.9 - The documents provided by candidates shall be returned upon request, one year after the termination of this competition, except in the event that the competition has been subject to judicial objection, in which case the documents may only be returned after the jurisdictional decision is made.

7 - Selection and seriation criteria, assessment system, and final classification (established under the terms of articles 11(2)(a) and 18(1)(l) and (m), and no. 2 and 3 of Order no. 10 990/2010):

7.1 - Technical and scientific and professional performance (TSPP), in which the following must be considered:

i) Participation in externally funded R&D projects (PRDP);

ii) Scientific and artistic production (SAP);

iii) Supervision of works leading to academic qualifications (SW);

- iv) Participation in examinations juries (EJ);
- v) Participation in academic examinations juries (AEJ);
- vi) Lecturers pedagogical guidance (LPG).

7.1.1 - The classification to be awarded for this criterion represents 35% of the final classification, and is obtained by using the following formula:

$$\text{TSP} = \text{PRDP} + \text{SAP} + \text{SW} + \text{EJ} + \text{AEJ} + \text{LPG}$$

The parameters should be evaluated as follows:

i) PRDP: Active participation in R&D projects in the competition's area, up to 10 points, as follows:

- a) Each coordination of an externally funded project: 5 points;
- b) Each participation in an externally funded project: 4 points;
- c) Each coordination or participation in a project without external funding: 3 points.

ii) SAP: Scientific and artistic production and its diffusion to the scientific community in the competition's area, up to 30 points, as follows:

- a) Each scientific article published in an international peer-review journal: 5 points;
- b) Each scientific article published in a national peer-review journal: 3 points;
- c) Each scientific article published the proceedings of an international conference (with peer-review): 3 points;
- d) Each scientific article published the proceedings of a national conference (with peer-review): 2 points;
- e) Member of the scientific committee of conferences or similar events: 2 points;
- f) Each scientific article published in a peer-review technical journal: 2 points;
- g) Each communication/workshop in an international conference: 2 points;
- h) Each communication/workshop in a national conference: 1 point;
- i) Each poster: 1 point;
- j) Each medal: 3 points;
- k) Each individual exhibition: 5 points;
- l) Each joint exhibition: 3 points.

iii) SW: Supervision of works leading to an academic qualification, up to 20 points, as follows:

- a) Each completed supervision of a thesis/dissertation, or supervised teaching practice/internship or Master project report: 2 points;
- b) Each ongoing supervision of a thesis/dissertation, or supervised teaching practice/internship or Master project report: 0.5 points.

iv) EJ: Participation in examination juries, up to 10 points, as follows:

- a) Each participation in a jury for a public competition for *professor adjunto* [senior lecturer] or the university equivalent: 3 points;
- b) Each participation in a specialist title jury: 3 points;
- c) Each participation in a jury for a competition based on qualifications for *professor adjunto* [senior lecturer] or the university equivalent: 2 points;
- d) Each participation in any jury: 1 point.

v) AEJ: The abovementioned activities, up to 20 points, as follows:

Each Doctor's thesis: 4 points;

Each dissertation, practice report, supervised teaching practice/internship or Master project report: 2 points.

vi) LPG: The abovementioned activities, up to 10 points, as follows:

Each year providing guidance to lecturers: 1 point.

7.2 - Pedagogical skills (PS), in which the following must be considered:

- i) Quality and extension of the pedagogical practice (PP);
- ii) Knowledge of the lectured disciplinary areas or subjects (DAS);
- iii) Development of subjects' programmes (SP);
- iv) Supervision of internships and pedagogical practices (SIPP).

7.2.1 - The classification to be awarded for this criterion represents 50% of the final classification, and is obtained by using the following formula:

$$PS = PP + DAS + SP + SIPP$$

The parameters should be evaluated as follows:

i) PP: The abovementioned activities, up to 20 points, as follows:

Professional experience in higher education: 1 point for each year.

ii) DAS: The abovementioned activities, up to 30 points, as follows:

a) Lectured subjects: 1 point for each subject with a different content;

b) Material to support academic activities: 1 point for each material.

iii) SP: The abovementioned activities, up to 40 points, as follows:

a) If the candidate is responsible for the development of a subject's programme: 3 points for each programme;

b) If the candidate participates in the development of a subject's programme: 1 point for each participation.

iv) SIPP: The abovementioned activities, up to 10 points, as follows:

Each intern or pedagogical practice trainee: 1 point.

7.3 - Other relevant activities to the mission of the higher education institution, which have been developed by the candidate (RA), in which the following must be considered:

- i) Participation in direction and management bodies and other bodies and structures of the institution (DB);
- ii) Coordination or development of projects or practice activities in the competition's area (CDP);
- iii) Coordination of courses, departments or scientific and pedagogical commissions (CCDC).

7.3.1 - The classification to be awarded for this criterion represents 15% of the final classification, and is obtained by using the following formula:

$$RA = DB + CDP + CCDC$$

The parameters should be evaluated as follows:

i) DB: The abovementioned activities, up to 50 points, as follows:

- a) Direction of a higher education institution or its schools: 5 points for each year;
- b) Member of a management body of a higher education institution or its schools: 3 points for each year.

ii) CDP: The abovementioned activities, up to 20 points, as follows:

Each developed or coordinated project or activity: 4 points.

iii) CCDC: The abovementioned activities, up to 30 points, as follows:

- a) Each year as a course coordinator: 5 points;
- b) Each year as a member of a scientific and pedagogical commission: 3 points;
- c) Each year as a head of department: 5 points;
- d) Each year as head of a department's section: 3 points.

7.4 - All parameters assessed in the selection and seriation criteria have a maximum score of 100 points.

7.5 - All results are presented rounded to one decimal place.

7.6 - When candidates meet the conditions referred in article no. 26 of Order no. 10 990/2010, the jury should also take that article's provisions into account in its justified assessment.

7.7 – Final classification (FC), in a scale of 0 to 100 points, is obtained by using the following formula: $FC = (0.35 \text{ TSPP} + 0.50 \text{ PS} + 0.15 \text{ RA})$. Candidates, who have a final classification equal or above 50 points, are considered approved with absolute merit; candidates, who have a classification lower than 50 points, are considered non-approved.

7.8 - In case of tie, after the final classification is calculated, the jury will successively use the following criteria:

- 1) Best classification in *Lectured subjects*;
- 2) Best classification in *Material to support academic activities*;
- 3) Best classification in *If the candidate is responsible for the development of a subject's programme*;

4) Best classification in *If the candidate participates in the development of a subject's programme.*

8 - Public hearing: After receiving the applications, the jury may decide to hold public hearings, under the terms of article no. 28(4) of Order no. 10 990/2010.

9 - Members of the jury (appointed under the terms of articles no. 9 and 10 of Order no. 10 990/2010), and Order no. 5010/2014, published in the *Diário da República*, 2nd series, no. 69, dated April 8th):

President: João Paulo dos Santos Marques, Vice-President of the Polytechnic Institute of Leiria

Permanent members:

António Pedro Ferreira Marques, Assistant Professor (with *Agregação*) of the Faculty of Fine Arts of the University of Lisbon;

Hugo Martins Gonçalves Ferrão, Assistant Professor of the Faculty of Fine Arts of the University of Lisbon;

Lucília Maria de Oliveira Rodrigues da Costa Valente, Assistant Professor of the School of Arts of the University of Évora;

Maria do Céu de Melo Esteves Pereira, Assistant Professor of the University of Minho;

Rui Manuel Neto e Matos, *Professor Coordenador* [professor] of the School of Education and Social Sciences of the Polytechnic Institute of Leiria.

Substitute members:

Maria Isabel Varregoso Rebetim Pereira, *Professor Coordenador* [professor] of the School of Education and Social Sciences of the Polytechnic Institute of Leiria;

António Rebelo Delgado Tomás, *Professor Coordenador* [professor] School of Arts and Design of the Polytechnic Institute of Leiria.

10 - According to article no. 9 h) of the Constitution of the Portuguese Republic, Public Administration, as an employing entity, actively promotes a policy of equal opportunities for men and women in terms of access to a job and professional progression, aiming at avoiding all and any kind of discrimination.

11 - The present competition will also be published in BEP (public employment pool), in the website of the Science and Technology Foundation I.P. (FCT), both in Portuguese and English, and in the website of the Polytechnic Institute of Leiria, also in Portuguese and English, under the terms of article no.29-B of *ECPDESP*.

18 September of 2017. - The President, Nuno André Oliveira Mangas Pereira.