

Public Notice no.1408/2019.

1 — Under the terms of Career Statutes For Teaching Staff in Polytechnic Higher Education (ECPDESP), approved by Decree-Law no. 185/81, of July 1, amended by Decree-Laws no. 69/88, of March 3 and 207/2009, of August 31, and by Law no. 7/2010, of May 13, and in accordance with the Regulation of Recruitment and Hiring of Career Teaching Staff of the Polytechnic Institute of Leiria (Polytechnic of Leiria), published in the Diário da República, 2nd series, no. 127, of July 2, 2010, through Order no. 10990/2010, it is made public that, by order of 08 September 2019, issued by the President of the Polytechnic of Leiria, on the proposal of the Director of the School of Education and Social Sciences of Leiria (ESECS), a competition for the recruitment of a Senior Lecturer is open for a period of thirty working days, from the date of publication of this Public Notice in the Diário da República, in the form of a contract of employment in public functions for an indefinite period of time for the subject area of Communication Design, at the School of Education and Social Sciences of the Polytechnic Institute of Leiria – 1 vacancy.

2 — Validity period: this competition is exclusively for the filling of the above mentioned vacancy, and will finish when the respective admission is complete.

3 — Functional content of the category:

3.1 — It is the responsibility, namely, of the teachers of polytechnic higher education, pursuant to article 2-A of the ECPDESP, to provide the teaching service that is assigned to them and to accompany and guide the students; to conduct research activities of cultural creation or of experimental development; to participate in tasks of development, scientific and technological dissemination and appreciation of economic and social knowledge; and to participate in the management of the respective institutions of higher education.

3.2 — Within the terms of no. 4 of article 3 of ECPDESP, the Senior Lecturer is responsible for collaborating with coordinating professors within the scope of a subject or scientific area and, in particular to: conduct and teach theoretical, theoretical-practical and practical classes; supervise, guide and monitor internships, seminars and laboratory or field work; manage, develop and carry out scientific research and experimental development activities, in accordance with the general lines previously laid down by superiors within the scope of the respective subject or scientific area; cooperate with other professors of the subject or scientific area in the coordination of programmes, teaching methodologies and general lines of research with regard to the subjects of that area.

4 — Remunerative position (article 35, no.1, ECPDESP): “The remuneration system applicable to career teachers and other teaching staff is defined in a separate law”—

Decree-Law no. 408/89, November 18, amended by Decree-Law no. 76/96, June 18, and Decree-Law no. 124/99, April 20 and Decree-Law no. 373/99, September 18.

5 — Admission requirements:

5.1 — Under the terms of article 17 of the General Labour Law on Public Service, approved by Law no. 35/2014, of June 20, in its current wording and of article 12-E of the ECPDESP, only candidates who, up to the date limit for submitting applications, meet all of the following general requirements may apply:

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

5.2 — In compliance with article no.17 of ECPDESP, those who hold a doctoral degree or the title of specialist in the area or an area related may apply. The title of specialist mentioned in article 17 of the ECPDESP refers to the provision of article 48 of Law no. 62/2007, of September 10 and of Decree-Law no. 206/2009, of August 31.

5.3 — Candidates holding foreign qualifications must prove the recognition, equivalence or registration of the doctoral degree, pursuant to applicable legislation.

6 — Application procedure:

6.1 — Applications must be presented personally, in which case a receipt will be given, or by registered post, with acknowledgement of receipt, sent to the following postal address of the Polytechnic of Leiria: Rua General Norton de Matos, Apartado 4133, 2411 – 901 Leiria, up to the limit date set for applications as specified in no.1 of this Public Notice.

6.2 — Applications must be presented with a competition admission request, using the form available on the Polytechnic of Leiria website (<http://www.politecnicodeleiria.pt/recursos-humanos/concursos/>) addressed to the President of the Polytechnic of Leiria, dated, signed and initialled (which must include: full name, date of birth, sex, nationality, civil identification number, postal and electronic addresses, telephone number, academic qualifications, professional category and position currently held (if applicable), indication of the competition being applied for, Public Notice number, with mention of the Diário da República in which it was published, as well as a list of the documents accompanying the application).

6.3 — Candidates must accompany the application with the following documents, duly numbered and identified:

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

- b) Declaration of honour, to be given in the form referred to in point 6.2 of this public notice, on the status regarding each of the subparagraphs a), b), c) and d) of section 5.1 of the public notice;
- c) Documents attesting that the candidate meets the legal conditions referred to in no. 5.2 of this public notice;
- d) 1 copy of the curriculum vitæ, duly dated and signed, organized in accordance with the selection and seriation criteria and assessment and final classification system as laid out in no. 7 of this public notice;
- e) 1 copy of the documents proving the facts stated in the curriculum;
- f) List in non-editable format containing the exact identification of all submitted documents (index or list with the name of each document in the order in which they are presented).

6.4 - The elements referred to in subparagraphs d), e) and f) will necessarily be delivered in a single non-editable file (pdf) in digital format (CD/DVD/PEN /) duly identified.

6.5 — The candidate should ensure the readability of the file presented, as well as its succinct nomenclature.

6.6 — The documents may be presented in Portuguese, Spanish or English. When documents proving the facts indicated in the curriculum or works mentioned in the curriculum are originally written in another language, a translation into Portuguese, Spanish or English must be provided simultaneously.

6.7 — The non-presentation of the supporting documents proving the requirements of points 5.1, 5.2 and 5.3 in this public notice or its presentation after the time period stipulated in no.1 of this public notice will lead to the exclusion of the application.

6.8 — Failure to present the documents related to the curriculum presented by the candidate implies the non-valuation of the elements that should prove.

6.9 — The presentation of false documents will lead to immediate exclusion from the competition and reporting of the fact to the competent authority for purposes of criminal prosecution.

6.10 — The documents provided by candidates can be returned upon request, one year after the conclusion of this competition, except in the event that this competition has been subject of judicial impugnation. In this case the return of documents may only take place after the jurisdictional decision has become final.

7 — Selection and seriation criteria and assessment and final classification system (stipulated in accordance with the terms of articles 11, paragraph 2, subparagraph (a) and article 18, paragraph 1, subparagraph (l) and (m) and paragraph 2 and 3 of Official Order No. 10 990/2010):

7.1 — Scientific-technical and professional performance (DTCP) in which are considered:

- a) Participation in research and development projects (PID);
- b) Scientific production, publications, communications and conferences at home and abroad (PC);
- c) The supervision of works leading to the achievement of academic degree and/or the participation in juries of academic examinations, for the attribution of the title of specialist and/or other final course works (OTPJ);
- d) Participation in professional training activities, in scientific societies and their committees or the organization of scientific conferences (FPSC);
- e) Activities of a technical and professional nature relevant to the area or disciplinary areas in which the competition is opened (ANTP).

7.1.1 — The classification to be awarded for this criterion, which represents 40% of the final classification, to a maximum of 100 points, results from the application of the following formula: $DTCP = (PID+PC+OTPJ+FPSC+ANTP)$, being the above parameters assessed as follows:

a) Participation in research and development projects - PID: participation in research and development projects is valued, with a maximum value of 10 points, and the valuation is made in the following terms:

i) For each participation in project - 5 points;

b) Scientific production, publications, communications and conferences at home and abroad – PC: The scientific production and its sharing with the scientific community is valued, with a maximum value of 20 points, and the valuation is made in the following terms:

i) For each book published (author/co-author): 5 points;

ii) For each edition of publication or books organized and coordinated: 2 points;

iii) For each scientific article, publication in minutes of conferences or scientific meetings published with peer review: 5 points;

iv) For each report or poster: 1 point;

v) For each oral communication in seminars, conferences or scientific meetings: 2 points;

c) The supervision of works leading to the achievement of academic degree and/or the participation in juries of academic examinations, for the attribution of the title of specialist and/or other final course works– OTPJ: the supervision or co-supervision of doctoral theses, dissertations, projects and final master reports as well as the orientation of project works in the scope of undergraduate degrees, is valued, with a

maximum value of 20 points, and the valuation is made in the following terms:

- i) For each supervision or co-supervision of doctoral theses, dissertations, projects and final master reports already completed - 5 points;
- ii) For each supervision or co-supervision of doctoral theses, dissertations, projects and final master reports in progress - 3 points;
- iii) For each supervision of undergraduate projects completed - 1 point;
- iv) For each participation in doctoral, master's degree or specialist title juries: 3 points;
- v) For each evaluation jury of undergraduate project and/or final reports of other courses offered by higher education institutions (internship reports, projects, final course monographs or similar course completion activities, subject to presentation and final public discussion) provided the candidate has not been advisor or co-advisor: 0.5 point.

d) Participation in professional training activities, in scientific societies and their committees or the organization of scientific conferences – FPSC: the above activities are valued, with a maximum value of 20 points, and the valuation is made in the following terms:

- i) For each membership in Scientific Committee of conferences and other scientific events: 5 points;
- ii) - For each organization of conferences and other national or international scientific events: 3 points;
- iii) - For each integration in FCT Research Unit and/or in scientific societies: 3 points;
- iv) - Peer review of papers submitted for publication: 3 points;
- v) - For every 15 hours of professional training attended: 2 points.

e) Activities of a technical and professional nature relevant to the area or disciplinary areas in which the competition is opened - ANTP: the above activities are valued, with a maximum value of 30 points, and the valuation is made in the following terms:

- i) Participation in projects of a technical and professional nature - will be considered the technical production in communication design (events, exhibitions, books, magazines and periodicals, brands and identities, signage and spaces, video and digital animation): 2 points

7.2 — Candidate's pedagogic ability (CP), in which are considered:

- a) Pedagogical experience in teaching in higher education (EP);
- b) Coordination and/or participation in the elaboration or revision/adequacy of programs of curricular units in higher education (CPP);
- c) Coordination and/or promotion of pedagogical projects with impact on the teaching/learning process and/or other scientific-pedagogical activities (PP);
- d) Production of teaching materials (MP);

- e) Supervision of curricular internships (SE);
- f) Teaching performance evaluation (ADD);
- g) Other training activities (OAF).

7.2.1 - The classification attributed to this criterion represents 40% of the final classification, to a maximum of 100 points, and results from the application of the following formula: $CP = (EP+CPP+PP+MP+SE+ADD+OAF)$, and the valuation is made in the following terms:

a) Pedagogical experience in teaching in higher education – EP: the above activities are valued, with a maximum value of 35 points, and the valuation is made in the following terms:

- i) - For each full year of full-time teaching service in higher education: 10 points;
- ii) - For each part-time participation in higher education: 5 points per semester;
- iii) - For each distinct curricular unit taught in classroom in courses given by higher education institutions: 2 points;
- iv) - For each curricular unit taught in distance learning and/or B-learning in higher education: 2 points.

b) Coordination and/or participation in the elaboration or revision/adequacy of programs of curricular units in higher education – CPP: the above activities are valued, with a maximum value of 10 points, and the valuation is made in the following terms:

- i) - For each coordination and/or co-coordination of curricular unit programs: 5 points;
- ii) - For each participation in the elaboration and/or revision/adequacy of curricular unit programs: 2 points.

c) Coordination and/or promotion of pedagogical projects with impact on the teaching/learning process and/or other scientific-pedagogical activities - PP: the above activities are valued, with a maximum value of 20 points, and the valuation is made in the following terms:

- i) - For each participation in pedagogical projects with impact on the teaching-learning process: 5 points;
- ii) - For each participation in international mobility programs: 3 points;
- iii) - For each organization of study visits and/or open classes duly authorized by the competent bodies: 3 points.

d) Production of teaching materials. Quality and quantity of the pedagogical material produced by the candidate - MP: the above activities are valued, with a maximum value of 10 points, and the valuation is made in the following terms:

- i) - For each preparation of teaching materials (by physical or electronic means), exercise books, software, laboratory practice manual or other didactic material: 2

points.

e) Supervision of curricular internships –SE: the above activities are valued, with a maximum value of 15 points, and the valuation is made in the following terms:

i) - For each supervision and monitoring of undergraduate degree, Technological Specialization or Professional Higher Technical Courses: 2 points.

f) Teaching performance evaluation – ADD: the above activities are valued, with a maximum value of 15 points, and the valuation is made in the following terms:

i) - For every positive performance evaluation on a full time basis in higher education: 2 points;

ii) - For every positive performance evaluation on a part-time basis in higher education: 1 point.

g) Other training activities - OAF: the above activities are valued, with a maximum value of 5 points, and the valuation is made in the following terms:

i) - For each certification as a trainer (continuing training, CAP...): 1 point;

ii) - For each training given: 2 points.

7.3 - Other activities relevant to the mission of higher education institutions that have been developed by the candidates (AR) in which the following are considered:

a) The exercise of positions in bodies or structures of the institution (ECOI);

b) Other participation in community-based working groups, projects and/or activities where the higher education institution is included (PPC).

7.3.1 - The classification attributed to this criterion represents 20% of the final classification, to a maximum of 100 points, and results from the application of the following formula: $AR = (ECOI + PPC)$, being the sub-criteria assessed as follows:

a) The exercise of positions in bodies or structures of the institution - ECOI: the activities described above are valued with a maximum value of 50 points, and the valuation is made in the following terms:

i) For each year of exercise in scientific, pedagogical or representative collegiate bodies (Technical-Scientific Council, Pedagogical Council, Representatives Council, Academic Council) and/or in course coordination structures (Scientific and Pedagogical Committee, Coordination of Technological Specialization Course), or institution structures such as coordination of departments, scientific and pedagogical committees and quality and evaluation committees: 10 points;

ii) - For each year of exercise of coordination and/or responsibility of institution structures such as laboratories or centres in the disciplinary area for which the competition was opened: 10 points.

b) Other participation in community-based working groups, projects and/or activities

where the higher education institution is included - PPC: the activities described above are valued with a maximum value of 50 points, and the valuation is made in the following terms:

i) For each participation in knowledge transfer projects and/or activities (PSER or similar) and/or community-based projects where the higher education institution is included: 10 points;

ii) - For each participation in tender procedures: 10 points;

iii) - Other activities promoting the institution or its training offer, duly proven by the governing bodies - 5 points for participation.

7.4 — In their documented appreciation, the jury will also take into consideration the stipulations of article 26 of Official Order No 10 990/2010, in the event that candidates fall within the conditions referred to therein.

7.5 - The final classification (CF), on a scale from 0 to 100 points, will be obtained by the following formula: $CF = (0,40 DTCP + 0,40 CP + 0,20 AR)$, considering that the candidates who obtain a final classification lower than 50 points are not approved and the candidates who obtain a final classification equal to or higher than 50 points are considered in absolute merit. All results are rounded and presented to one decimal place.

7.6 - In case of a tie between candidates, after obtaining the final classification, the following tiebreaker criteria shall be applied successively:

1st - Best score obtained in the criterion: Scientific-technical and professional performance (DTCP);

2nd - Activities of a technical and professional nature relevant to the area or disciplinary areas in which the competition is opened (ANTP), favouring the production in printed and digital production contexts;

3rd - Candidate's pedagogic ability (CP).

8— Public Hearing: The Jury may determine the holding of public hearings, which will be attended in accordance to Article 28, paragraph 4 of Official Order No.10990/2010. If these public hearings are required, they will take place between the 20th and 70th days following the deadline for submission of applications, and all applicants will be informed at least five days in advance of the date and place where these public hearings will take place.

9 - Members of the jury:

- President of the jury: Rita Alexandra Cainço Dias Cadima, Vice-President of the Polytechnic of Leiria.

- Permanent members:

Vito José de Jesus Carioca, Principal Coordinating Professor, of the Polytechnic Institute of Beja;

Maria da Costa Potes Franco Barroso Santa-Clara Barbas, Coordinating Professor with Aggregation of the School of Education of the Polytechnic Institute of Santarém;

Carla Maria Cadete Vieira Ramos Melo, Associate Professor of the Lusófona University of Porto;

Fernando Manuel Raposo, Coordinating Professor of the School of Applied Arts of the Polytechnic Institute of Castelo Branco;

Maria Antónia Belchior Ferreira Barreto, Coordinating Professor of the School of Education and Social Sciences of the Polytechnic of Leiria.

- Alternate members:

Luís Filipe Tomás Barbeiro, Principal Coordinating Professor of the School of Education and Social Sciences of the Polytechnic of Leiria;

Maria Helena Souto, Associate Professor of IADE – School of Design, Technology and Communication of the European University

10 — In compliance with paragraph h) of article 9 of the Portuguese Republic's Constitution, the 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, fostering it in order to avoid all and any form of discrimination.

11 — The present competition will also be published in BEP (Public Employment Pool), on the Science and Technology Foundation website, in Portuguese and English and on the Polytechnic of Leiria website, in Portuguese and English, pursuant to article 29-B of the ECPDESP.

November 15, 2019. — The President, Rui Filipe Pinto Pedrosa.