

POLYTECHNIC OF LEIRIA

Public notice no. 1669/2019

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 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 April 18th of 2019 by the Vice-president of the Polytechnic of Leiria, Professor Rita Alexandra Cainço Dias Cadima (in substitution of the President, under article no. 42 of the *Código do Procedimento Administrativo*, and Dispatch no. 6104/2018, published in *Diário da República*, 2nd series, no. 118, dated June 21st of 2018), in accordance with a proposal of the Director of the School of Arts and Design of the Polytechnic 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 Drawing, in the School of Arts and Design of the Polytechnic 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.

3.3 — This competition is opened under the contract-programme *CEECINST/00051/2018* of the Institutional Call to Scientific Employment Stimulus 2018 of the *Fundação para a Ciência e a Tecnologia*, and thus the hired professor shall integrate the research unit LIDA – Design and Arts Research Lab, and cannot be given more than six teaching hours during six years of contract.

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-Law no. 76/96, dated June 18th, Decree-Law no. 124/99, dated April 20th, and Decree-Law no. 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 a title of specialist, in the competition’s area or a similar area, obtained at least five years before this competition, may apply. The specialist title indicated in article no. 19 of *ECPDESP* refers to the one specified in article no. 48 of Law no. 62/2017, 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.

5.3.1 — Candidates are not obliged to present the proof of recognition or equivalence of the foreign degree or diploma at this stage, under article no. 25 of Decree-Law no. 66/2018, dated August 16th, which approved the legal regime for recognition of higher education academic degrees and diplomas granted by foreign institutions.

5.3.2 — The recognition or equivalence of the foreign degree or diploma which is not provided in the application shall be presented during the establishment of the contract, in a deadline established by the human resources division of the Polytechnic of Leiria. The non-presentation of that document until the deadline will prevent the successful candidate from being hired,

under the terms of article no. 33(c) of the *Regulamento de Recrutamento e Contratação do Pessoal Docente de Carreira* [regulation on the recruitment and hiring of career academic staff] of the Polytechnic of Leiria, except when the non-presentation is due to a motive that cannot be imputed to the successful candidate.

6 - Application procedure:

6.1 - Applications must be presented in person, or by mail (registered letter with return receipt requested), sent to the following address of the Polytechnic 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 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 of this Public Notice;

d) 1 copy 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) 1 copy of the documents attesting the facts stated in the candidate's *curriculum vitæ*;

f) 1 copy of the prospective document of scientific development of the competition's area, for the next six years, under the Institutional Call to Scientific Employment Stimulus 2018 of the *Fundação para a Ciência e a Tecnologia*, aligned with the mission of the School of Arts and Design, and the research unit LIDA – Design and Arts Research Lab.

g) List with the exact identification of all documents provided (the name of each file), in a non-editable format.

6.4 — The candidate must provide a copy of the documents mentioned in d), e) and f) in a non-editable format (pdf), in a duly identified digital recording device (CD/DVD/PEN), making sure the files are readable and providing short file names.

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 and 5.2 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, or their presentation after the period stipulated in no. 1, 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:

- a) Participation in R&D projects, and scientific events organization (PRDPSEO);
- b) Scientific production: publications, communications, and conferences, in the competition's area (SP);
- c) Supervision and co-supervision of works leading to academic qualifications (SD);
- d) Participation in public academic examinations juries (PJ);
- e) Participation as examiner in works leading to academic qualifications (PEAQ);
- f) Professional experience, in the competition's area (PE);
- g) Prospective document of scientific development of the competition's area, for the next six years, under the Institutional Call to Scientific Employment Stimulus 2018 of the *Fundação para a Ciência e a Tecnologia*, aligned with the mission of the School of Arts and Design, and the research unit LIDA – Design and Arts Research Lab (PD).

7.1.1 - The classification to be awarded for this criterion represents 40% of the final

classification, with a maximum of 100 points, and is obtained by using the following formula:

$$\text{TSPP} = 15\% \text{PRDPSEO} + 20\% \text{SP} + 10\% \text{SD} + 10\% \text{PJ} + 10\% \text{PEAQ} + 15\% \text{PE} + 20\% \text{PD}$$

The parameters should be evaluated as follows:

PRDPSEO: Participation in R&D projects, and scientific events organization, in the competition's area, in a scale of 0 to 100, both in number and quality:

- a) Institutional coordination of R&D projects;
- b) Participation as member of R&D projects;
- c) Participation as integrated member of a research centre, duly recognized and evaluated by FCT, per year;
- d) Participation as integrated member of a research centre, not recognized or evaluated by FCT, per year;
- e) Participation in a scientific event (congress, seminar, round table) as member of the organizing committee;
- f) Participation in a scientific event (congress, seminar, round table) as member of the scientific or consulting committee.

SP: Scientific production and its dissemination to the scientific community, in the competition's area, in a scale of 0 to 100, both in number and quality:

- a) Each peer-reviewed scientific article in an international scientific journal;
- b) Each scientific article in an international scientific journal, without peer-review;
- c) Each published book, in a language other than Portuguese, as author or organizer;
- d) Each published book, with Portuguese edition, as author or organizer;
- e) Each peer-reviewed scientific article in a national scientific journal;
- f) Each scientific article in a national scientific journal, without peer-review;
- g) Each communication, or participation in a conference or scientific meeting, as speaker.

SD: Supervision and co-supervision of works leading to academic qualifications, in a scale of 0 to 100, both in number and quality:

- a) Each completed supervision or co-supervision of a thesis leading to a Doctor's degree;
- b) Each completed supervision or co-supervision of a dissertation or other works leading to a Master's degree.

PJ: Participation in public academic examinations juries, in a scale of 0 to 100, both in number and quality:

- a) Each participation in a jury for a Doctor's degree;
- b) Each participation in a jury for a Master's degree;
- c) Each participation in a jury for a specialist's title;
- d) Each participation in a jury for the recruitment of a *professor adjunto*, under *ECPDESP*, or the

corresponding university career.

PEAQ: Participation as examiner in works leading to academic qualifications, in the competition's area, in a scale of 0 to 100, both in number and quality:

- a) Each participation in a jury for a Doctor's degree, as examiner;
- b) Each participation in a jury for a Master's degree, as examiner.

PE: Professional experience, in the competition's area, in a scale of 0 to 100, both in number and quality:

- a) Each activity or participation in international professional artistic, exhibition or curatorial projects;
- b) Each activity or participation in national professional artistic, exhibition or curatorial projects.

PD: Presentation of a work plan, which integrates the vision, initiatives, timeline, and assessment indicators to increase scientific production in the area, for the next six years, aligned with the mission of the School of Arts and Design, and the research unit LIDA – Design and Arts Research Lab, in a scale of 0 to 100, both in number and quality:

- a) Alignment of the work plan with the mission of the School of Arts and Design, and LIDA – Design and Arts Research Lab;
- b) Multidisciplinary initiatives from diverse areas of LIDA;
- c) Timeline with development goals;
- d) Performance assessment indicators and their accomplishment;
- e) Clarification of the goals indicated in the work plan.

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

- a) Mastery of the lectured subject areas, subjects or curricular units (MDA);
- b) Coordinated curricular units, and development of programmes in the competition's area (CCU);
- c) Production of pedagogical material, textbooks and material to support classes, in the competition's area (PPM);
- d) Participation in teams to create new degrees, or renovate or review the curriculum of existing degrees (PT);
- e) Other pedagogical activities, in the competition's area (OPA).

7.2.1 - The classification to be awarded for this criterion represents 30% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$PS = 25\%MDA + 25\%CCU + 10\%PPM + 20\%PT + 20\%OPA$$

The parameters should be evaluated as follows:

MDA: Mastery of the lectured subject areas, subjects or curricular units, in a scale of 0 to 100, both in number and quality:

- a) Each full year teaching in higher education, in the competition's area;
- b) Each lectured curricular unit or subject, in the competition's area.

CCU: Coordinated curricular units, and development of programmes in the competition's area, in a scale of 0 to 100, both in number and quality:

- a) Each coordinated curricular unit or subject;
- b) Each curricular unit or subject where the candidate has been responsible for the development of the programme;
- c) Each curricular unit or subject where the candidate has participated in the development of the programme.

PPM: Production of pedagogical material, textbooks and material to support classes, in the competition's area, in a scale of 0 to 100, both in number and quality:

Each curricular unit or subject where the candidate has been responsible for the creation of textbooks, and material to support theory or theory-practice classes.

PT: Participation in teams to create new degrees, or renovate or review the curriculum of existing degrees, in a scale of 0 to 100, both in number and quality:

- a) Each participation in a team to create a new degree;
- b) Each participation in a team to renovate or review the curriculum of an existing degree.

OPA: Pedagogical experience in other levels and types of education, in the competition's area, in a scale of 0 to 100, both in number and quality:

Each short course, workshop or other training actions in non-higher education institutions.

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:

- a) Participation in management bodies (MB);
- b) Participation in other bodies of the institution, namely scientific, pedagogical and representatives' collegial bodies (OB);
- c) Course coordination, head of department, and scientific and pedagogical commissions (CC);
- d) Participation in commissions, mission groups, technical commissions, in the competition's area, which are considered relevant for higher education (PC).

7.3.1 - The classification to be awarded for this criterion represents 30% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$AR = 40\%MB + 25\%OB + 20\%CC + 15\%PC$$

The parameters should be evaluated as follows:

MB: Participation in management bodies of the higher education institution, in a scale of 0 to 100, both in number and quality:

- a) Each year as president or director of a higher education institution or its functional units;

b) Each year as vice-president or subdirector of a higher education institution or its functional units.

OB: Participation in other bodies of the institution or its functional units, namely scientific, pedagogical and representatives' collegial bodies, in a scale of 0 to 100, both in number and quality:

a) Each year as president of a scientific, pedagogical and representatives' collegial body of the institution or its functional units;

b) Each year as secretary of a scientific, pedagogical and representatives' collegial body of the institution or its functional units;

c) Each year as permanent member of a scientific, pedagogical and representatives' collegial body of the institution or its functional units.

CC: Course coordination, head of department, and scientific and pedagogical commissions, in a scale of 0 to 100, both in number and quality:

a) Each year as course coordinator (of a degree granting an academic qualification), or head of department;

b) Each year as member of a scientific and pedagogical commission or a similar body.

PC: Each participation in commissions, mission groups, technical commissions, in the competition's area, which are considered relevant for higher education.

7.4 - 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.

7.5 - Final classification (FC), in a scale of 0 to 100 points, is obtained by using the following formula: $FC = 40\%TSPP + 30\%PS + 30\%RA$. 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.

All results are presented rounded to one decimal place.

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

a) Best classification in PD.

In case of tie, when applying these criteria, the maximum limits of the application of the final classification formula shall not be considered.

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. In this case, the public hearings shall take place between the 20th and 70th day after the deadline for the applications, and all candidates shall be informed with a five-day notice of the date and place of the public hearings.

9 - Members of the jury:

President – José Carlos Rodrigues Gomes, Pro-president of the Polytechnic of Leiria, appointed under the terms of article no. 23(1)(a) of *ECPDESP*.

Permanent members:

Maria João Pestana Noronha Gamito, Professor of the Faculty of Fine Arts of the University of Lisbon;

Mário Augusto Bismarck Paupério de Almeida, Professor of the Faculty of Fine Arts of the University of Porto;

Vítor Manuel Oliveira da Silva, Associate Professor (with *Agregação*) of the Faculty of Architecture of the University of Porto;

Paula Cristina de Almeida Tavares, Professor of the Design School of the Polytechnic Institute of Cávado and Ave.

Paulo Oliveira Freire Almeida, Associate Professor of the School of Architecture of the University of Minho.

Substitute members:

Francisco Laranjo, Professor of the Faculty of Fine Arts of the University of Porto;

Ana Leonor M. Madeira Rodrigues, Professor of the Faculty of Architecture of the University of Lisbon.

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 of Leiria, also in Portuguese and English, under the terms of article no.29-B of *ECPDESP*.

19 of December of 2019. - President of the Polytechnic of Leiria, Rui Filipe Pinto Pedrosa.