

Public Notice no. 278/2018

1 — Within the terms of Career Statutes For Teaching Staff in Polytechnic Higher Education (ECPDESP), approved by Decree-Law no. 185/81, of 1 July, amended by Decree-Laws no. 69/88, of 3 March and 207/2009, of 31 August, and by Law no. 7/2010, of 13 May, and in accordance with the Regulation of Recruitment and Hiring of Career Teaching Staff of the Polytechnic Institute of Leiria (IPLeiria), published in the *Diário da República* 2nd series, no. 127, of 2 July 2010, through Official Order no. 10990/2010, it is made public that, through Official Order of 26th may of 2017 issued by the President of the Polytechnic Institute of Leiria, in accordance with proposal issued by the Director of the School of Education and Social Sciences of Leiria (ESECS), a competition based on qualifications for the recruitment of a Principal Coordinating Professor, who will be given a public service contract of unspecified duration, 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*, for the area of Sociology – subject area of Migration Sociology, at ESECS – 1 vacancy:

2 — Validity period: this competition is exclusively for the filling of the abovementioned 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 no. 2-A of ECPDESP, to provide the teaching service that is assigned to them and to guide and supervise 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. 1 of article no.9-A of ECPDESP, the Principal Coordinating Professor is responsible for the pedagogic, scientific and technical coordination of the teaching and research activities within the scope of a subject or scientific area and, in particular, to: conduct and teach theoretical, theoretical-practical and practical classes; supervise internships and conduct seminars and laboratory or field work; supervise pedagogic, scientific and technical activities of the assistant professors in the respective subject or scientific area; participate with other coordinating professors of their scientific area in the coordination of programs, teaching methodologies and research guidelines related to the subjects of that area; and manage, develop and carry out scientific research and experimental development activities within the respective subject or scientific area and to develop intersectorial coordination activities.

4 — Remunerative position (article no. 9-A, no. 9, ECPDESP): “The category of principal coordinating professor is treated for all remunerative purposes as the category of full professor of the university teaching career.”

5 — Admission requirements:

5.1 — Within the terms of article no. 17 of Law no. 35/2014, of 20 June, and of article no. 12-E of ECPDESP, only candidates who, up to the date limit for submitting applications, satisfy 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 for which they are applying;
- c) Have physical robustness and the psychological profile required to carry out the functions for which they are applying;
- d) Have complied with the compulsory vaccination laws.

5.2 — In compliance with article no. 9-A, no. 3 of ECPDESP, those who hold a PhD degree, for more than five years and also hold the title of aggregate professor or legally equivalent title may apply.

5.3 — Candidates holding foreign qualifications must prove the recognition, equivalence or record of the PhD 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 IPLeiria: 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 IPLeiria's website (<http://www.ipleiria.pt/recursos-humanos/concursos/>) addressed to the President of the IPLeiria, 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 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 which accompany the request).

6.3 — Candidates must also send the following duly numbered and identified documents with their requests:

- a) Photocopy of academic and professional qualification certificate or other suitable document which is legally recognized for the purpose;
- b) Declaration on honour, to provide in the form referred to in point 6.2 of this public notice, regarding the status with regard to each paragraph 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 and 5.3 (if applicable) of this public notice;

d) 1 copy of their *curriculum vitæ*, duly dated and signed, organized in accordance with the selection and seriation criteria and assessment system and final classification as laid out in no. 7 of this public notice;

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

f) List in non-editable format that contains the exact identification of all documents submitted (name of each file).

6.4 — The elements referred to in points d) and e) shall necessarily be delivered in a non-editable format (pdf) in digital format (CD/DVD/USB) duly identified, and the candidate must ensure the readability of your file as well as their succinct nomenclature.

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

6.6 — The non-presentation of the supporting documents proving the requirements of points 5.1, 5.2, and 5.3 (if applicable) 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.

6.7 — The non-presentation of the documents relating to the *curriculum vitæ* presented by the candidate or the presentation thereof after the deadline stipulated in no. 1 of this notice, implies the non-valuation of the elements that should prove.

6.8 — 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.

6.9 — The documents provided by candidates can be returned upon request, one year after the termination 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 system and final classification (stipulated in accordance with the terms of articles 11(2)(a) and 18(1)(l) and (m) and no. 2 and 3 of Official Order No. 10 990/2010):

7.1 — Technical-scientific and professional performance (TSP) which represents 40% of the final classification to a maximum of 100 points, in which the following parameters must be considered:

i) The research and development projects – coordination and participation in teams of projects relevant to the area that the competition is open (0-35), being valued in the following terms:

- a) Research and development projects supported by national or international entities: coordination of teams of national projects or coordination of national teams within international projects: 2.5 points for each project, up to a maximum of 15 points;
- b) Research and development projects supported by national or international entities: participation as a team member or consultant: 2.5 points for each project, up to a maximum of 15 points;
- c) Coordination of other research and development projects supported by local entities (higher education institutions or other entities): 2.5 points for each project, up to a maximum of 5 points;
- ii) Scientific production, publications, communications and conferences relevant to the area that the competition is open (0-35), being valued in the following terms:
 - a) Articles published in national or international journals with scientific refereeing: 2 points for each article, up to a maximum of 10 points;
 - b) Articles published in national or international journals without scientific refereeing: 1 point for each article, up to a maximum of 5 points;
 - c) Books of scientific or pedagogical nature: 1 point for each book, up to a maximum of 5 points;
 - d) Articles published in minutes of international conferences: 0.5 points for each article, up to a maximum of 2 points;
 - e) Articles published in minutes of national conferences: 0.5 points for each article, up to a maximum of 2 points;
 - f) Chapters of books: 0.5 points for each chapter, up to a maximum of 5 points;
 - g) Organization of publications: 0.5 points for each publication, up to a maximum of 4 points;
 - h) Organization of conferences, lectures, seminars or posters at scientific events that have not been subject to publication: 0.5 points for each event, up to a maximum of 2 points;
- iii) Supervision of thesis and dissertations leading to academic qualifications (master's or PhD degrees) in the area that the competition is open or related area (0-15), being valued in the following terms:
 - a) Supervision or co-supervision of dissertations leading to the awarding of a PhD degree, already completed: 2.5 points for each dissertation, up to a maximum of 5 points;
 - b) Supervision or co-supervision of thesis leading to the awarding of a master's degree, already completed: 2 points for each dissertation, up to a maximum of 10 points;
- iv) Participation in juries of academic examinations and competitions in the area that the competition is open or related area (0-15), being valued in the following terms:
 - a) Argumentation of dissertations leading to the granting of a PhD degree: 2.5 points for each dissertation, up to a maximum of 5 points;

b) Argumentation of thesis leading to the granting of a master's degree: 2.5 points for each dissertation, up to a maximum of 5 points;

c) Participation in juries of PhD examinations, without constituting principal arguer: 0.5 points for each dissertation, up to a maximum of 2.5 points;

d) Participation in juries of master's examinations, without constituting principal arguer: 0.5 points for each dissertation, up to a maximum of 2.5 points;

7.2 — Candidate's pedagogic ability (PA), which represents 35% of the final classification to a maximum of 100 points, in which the following parameters must be considered:

a) Number of years as a teacher in higher education (0-20): 1 point for each year of teaching, up to a maximum of 20 points;

b) Number of curricular units taught (0-20): 1 point for each curricular unit taught, up to a maximum of 20 points;

c) Coordination of curricular units and elaboration of programmes (0-20): 1 point for each curricular unit coordinated, up to a maximum of 20 points;

d) Orientation of curricular internships (0-10): 0.5 points for each internship oriented, up to a maximum of 10 points;

e) Participation in the creation of new educational projects [courses] (0-15): 5 points for each new educational project created, up to a maximum of 15 points;

f) Participation in the restructuring of courses (0-15): 5 points for each participation in course restructuring, up to a maximum of 15 points.

7.3 — Other activities relevant to the mission of the higher education institution which have been developed by the candidates (RA), which represents 25% of the final classification, to a maximum of 100 points, in which the following parameters must be considered:

a) Carrying out positions in management bodies (0-15): 5 points for each participation in management position, up to a maximum of 15 points;

b) Participation in bodies of the institution or structures of other institutions of higher education or research institution (0-15): 5 points for each participation in a body, up to a maximum of 15 points;

c) Scientific-pedagogical coordination of courses (0-20): 5 points for each year of course coordination, up to a maximum of 20 points;

d) Coordination of research units (0-20): 5 points for each year of research unit coordination, up to a maximum of 20 points;

e) Coordination of department (0-20): 5 points for each year of department coordination, up to a maximum of 20 points;

f) Participation in scientific-pedagogical commissions (0-10): 2 points for each year of participation in scientific-pedagogical commissions, up to a maximum of 10 points;

7.4 - The final classification (FC), on a scale from 0 to 100 points, will be obtained by the following formula: $CF = (0.40 \cdot TSP + 0.35 \cdot PA + 0.25 \cdot RA)$, considering approved on absolute merit the candidates with a final classification equal to or greater than fifty points of the overall score and not approved the candidates with a final classification lower than that score. In the event of the final classification of all the candidates to the competition being less than fifty points, the jury may review the minimum approval score on absolute merit. All results will be presented to one decimal place.

7.5 — In the event of a tie between candidates, after obtaining the final classification, considering the functions to be performed by principal coordinating professors, the jury will only consider the following items (with the same weighting and scoring):

1) Technical-scientific and professional performance:

i) The research and development projects – coordination and participation in project teams relevant to the area that the competition is open;

ii) Scientific production, publications, communications and conferences relevant to the area that the competition is open.

2) Pedagogic ability:

a) Coordination of curricular units and elaboration of programmes;

b) Participation in the creation of new educational projects;

c) Participation in the restructuring of courses.

3) Other activities relevant to the mission of the higher education institution:

- Carrying out positions of course and/or research unit coordination.

The tiebreaker classification will be obtained by the same formula defined for the final classification.

8 — Public Hearing: The jury may determine the holding of public hearings, which will be met in accordance to the terms of article no. 28, no. 4, of Official Order No. 10 990/2010.

9 — Members of the jury (appointed pursuant to article no. 9 and 10 of Official Order no. 10 990/2010 and Official Order no. 5010/2014, DR, 2nd series, no. 69, of 8 April):

President: João Paulo dos Santos Marques, Vice-president of the IPLeia.

Permanent members:

Luís António Vicente Baptista, Full Professor at the School of Social Sciences and Humanities of the University NOVA of Lisbon;

João Alfredo dos Reis Peixoto, Full Professor at the School of Economics and Management of the University of Lisbon;

João Miguel Trancoso Vaz Teixeira Lopes, Full Professor at the Faculty of Arts of the University of Porto.

Ana Maria Alexandre Fernandes, Full Professor at the Higher Institute of Social and Political Sciences;

Jorge Carvalho Arroiteia, Full Professor Retired, at the University of Aveiro;

Ricardo Manuel das Neves Vieira, Principal Coordinating Professor at ESECS of IPLeiria.

Alternate members:

Gilberta Pavão Nunes Rocha, Full Professor at the University of Azores;

Manuel Carlos Silva, Full Professor Retired, at the Institute of Social Sciences of University of Minho.

10 — In compliance with paragraph h) of article no. 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 website of the Science and Technology Foundation, in Portuguese and English and on the website of the IPLeiria, in Portuguese and English, pursuant to article no.29-B of the ECPDESP.

23rd of February 2018 — The President, Nuno André Oliveira Mangas Pereira.