

Polytechnic Institute of Leiria

Public Notice no. 671/2020

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, 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 August 26, 2019, issued by the President of the Polytechnic Institute of Leiria, on the proposal of the Director of the School of Education and Social Sciences of Leiria of the Polytechnic Institute of Leiria, 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 Social Work and Orientation - disciplinary area of Management of Social Solidarity Institutions, 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 Institute 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 Institute of Leiria website (<http://www.ipleiria.pt/recursos-humanos/concursos/>) addressed to the President of the Polytechnic Institute 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 be, if possible, delivered in a single non-editable file (pdf) in digital format (pen drive) duly identified with the candidate's name and reference to the Public Notice for this competition.

6.5 — The candidate must ensure the legibility and transferability of the file (s) submitted, as well as its succinct nomenclature, and must, in particular, proceed with the abbreviated identification of the file (s).

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 submitted by the candidate, or their presentation after the deadline stipulated in paragraph 1 of this notice, implies the non-valuation by the jury of the elements that they 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 — Technical-Scientific and professional performance (DTC) in which are considered:

- a) The participation in research and development projects (PID);
- b) The scientific production, publications, communications and conferences at home and abroad (PC);
- c) The supervision of works leading to the achievement of academic degree (OT);
- d) The participation in juries of academic examinations (JPA);
- e) Researcher of Research Unit positively assessed by FCT (II);
- f) The participation in professional training activities and in committees of scientific societies and scientific conferences considered relevant in the competition's area (FPSC).

7.1.1 — The classification to be awarded in this criterion, which represents 45% of the final classification, to a maximum of 100 points, results from the application of the following formula: $DTC = (PID + PC + OT + JPA + II + FPSC)$, being the above items assessed as follows:

a) PID: active participation in research and development projects, in the disciplinary or related area of the competition, is valued with a maximum value of 10 points and the valuation is made in the following terms:

i) For each participation in funded research and development project - 5 points;

b) PC: The scientific production and its sharing with the scientific community, in the disciplinary or related area of the competition, is valued with a maximum value of 35 points and the valuation is made in the following terms:

i) Book publication in authorship or co-authorship - 4 points;

ii) Book publication as editor or co-editor - 2 points;

iii) Publication of book chapters - 2 points;

iv) For each scientific article published in a scientific journal with peer review - 4 points;

- v) For each oral communication or panel in conference, scientific meeting or national seminar, published in the respective minutes - 1 point;
- vi) For each oral communication or panel in conference, scientific meeting or international seminar, published in the respective minutes - 2 points;
- vii) For each oral communication or panel, conference, workshop or scientific meeting or seminar - 0,5 points.

c) OT: the supervision or co-supervision of doctoral theses, dissertations, projects and final master reports is valued with a maximum value of 10 points and the valuation is made in the following terms:

- i) For each supervision or co-supervision of doctoral theses already completed - 5 points;
- ii) For each supervision or co-supervision of dissertations, projects and final master reports already completed – 2,5 points;

d) JPA: the participation in juries of academic examinations as president or examiner is valued with a maximum value of 20 points and the valuation is made in the following terms:

- i) For each participation in doctoral, master's or specialist title juries: 5 points;

e) II: Researcher of Research Unit positively assessed by FCT:

- i) Integrated researcher of Research Unit assessed with at least Good by FCT - 10 points.

f) FPSC: the activities mentioned below are valued with a maximum value of 15 points and the valuation is made in the following terms:

- i) For each organisation of professional training activities with a minimum of 20 hours accredited or certified - 5 points;
- ii) For each integration in scientific committee of scientific conferences/events of scientific societies or organizations, in the competition's area (CC) - 5 points.

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

- a) Teaching activity. Teaching and coordination of curricular units in the competition's area (AL);
- b) Production of teaching material. Quality and quantity of teaching material produced by the candidate in the competition's area (MP);
- c) Coordination and promotion of new pedagogical projects (e.g. development of new programs of curricular units, creation and coordination of new study programs, etc.) or reform and improvement of existing projects (e.g. reformulating existing curricular unit programs, participating in the reorganization of existing courses or study programs), as well as carrying out projects with an impact on the teaching/learning process in the competition's area (CPP);
- d) Supervision of curricular internships in the scope of undergraduate or master's degree in the competition's area (SE).

7.2.1 - The classification to be awarded in CP, which represents 45% of the final classification, to a maximum of 100 points, results from the application of the following formula: $CP = (AL + MP + CPP + SE)$, being the above items assessed as follows:

a) AL: the activities mentioned above are valued with a maximum value of 35 points and the valuation is made in the following terms:

- i) Professional experience and dedication to teaching in higher education (full years of full-time teaching service - 4 points for each school year;
- ii) Professional experience and dedication to teaching in higher education (full years of part-time teaching - 3 points for each school year;
- iii) Teaching experience in b-Learning or e-learning, in the competition area - 3 points for each school year;

iv) For each coordination of curricular unit in the competition's area - 3 points.

b) MP: the quality and quantity of pedagogical material produced is valued with a maximum value of 15 points and the valuation is made in the following terms:

i) For each curricular unit with its own teaching material concerning the competition's area - 3 points.

c) CPP: the above activities are valued with a maximum value of 20 points and the valuation is made in the following terms:

i) For each coordination and promotion of new pedagogical projects (e.g. development of new courses and respective curricular unit programs) (CPP) - 7.5 points.

d) SE: the coordination or supervision of internships is valued with a maximum value of 30 points and the valuation is made in the following terms:

i) For each coordination or supervision of final course work, in the competition's area, except that already counted in previous paragraphs - 2,5 points.

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

a) Exercise of executive positions in management bodies and the participation in bodies or structures of higher education institutions (ECOEI);

b) Exercise of executive positions in social institutions (ECDIS);

c) Participation in scientific networks, associations or societies, within the competition's area (RSC).

7.3.1 - The classification attributed in this criterion represents 10% of the final classification, to a maximum of 100 points, and results from the application of the following formula: $AR = (ECOEI + ECDIS + RSC)$ being the above items assessed as follows:

a) ECOEI: the above activities are valued with a maximum value of 20 points and the valuation is made in the following terms:

i) For each year of mandate fulfilled as a member in bodies of the institution or of organic or research units of the higher education institution: 5 points;

ii) For each year of exercise fulfilled in the institution's structures, such as scientific and pedagogical committees of higher education courses in the competition area - 5 points.

b) ECDIS: the above activities are valued with a maximum value of 60 points and the valuation is made in the following terms:

i) For each year of mandate served in the management or in technical, intermediate or base leadership of social institutions - 10 points.

c) RSC: the participation in scientific networks, associations or societies is valued, with a maximum value of 20 points:

i) For each year of participation - 2 points.

7.4 - The final classification (CF), on a scale from 0 to 100 points, will be obtained by the following formula: $CF = (0,45 DTC + 0,45 CP + 0,10 AR)$, considering as not approved the candidates who obtain a final classification lower than 50 points and approved in absolute merit the candidates who obtain a final classification equal to or higher than 50 points.

7.5 - In the event that the final classification of all candidates for the contest is less than 50 points, the jury may review the minimum approval score on absolute merit. All results will be presented to one decimal place.

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

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

2nd - Best score obtained in the criterion: CP (Candidate's pedagogic ability).

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 Polytechnic Institute of Leiria.

- Members:

- Carlos Diogo Moreira, Full Professor, University Lusófona;

- Telmo Humberto Lapa Caria, Full Professor, University of Trás-Os-Montes e Alto Douro;

- Maria Irene Lopes Bogalho de Carvalho, Associate Professor, Institute of Social and Political Sciences, University of Lisbon;

- Ricardo Manuel das Neves Vieira, Principal Coordinating Professor, School of Education and Social Sciences, Polytechnic Institute of Leiria;

- José Carlos Laranjo Marques, Principal Coordinating Professor, School of Education and Social Sciences, Polytechnic Institute of Leiria.

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 Institute of Leiria website, in Portuguese and English, pursuant to article 29-B of the ECPDESP.

May 18, 2020. — The President, Rui Filipe Pinto Pedrosa.