

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 no. 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 January 12, 2022, 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 of the Polytechnic Leiria, a competition for the recruitment of a Principal Coordinating Professor 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 scientific area of Educational Sciences, disciplinary area of Sociology of Education at the School of Education and Social Sciences of the Polytechnic Institute of Leiria – 1 vacancy.

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

3 - Functional content of the category:

3.1 – According to Article 2-A of *ECPDESP*, polytechnic higher education teachers are responsible for providing the teaching service that is assigned to them, and to accompanying and guiding the students; for developing research, cultural creation or experimental development activities; for participating in tasks of development, scientific and technological dissemination and economic and social valorisation of knowledge and to participate in the management of the respective higher education institutions.

3.2 – Under the terms of Article 9-A(1) of *ECPDESP*, the Principal Coordinating Professor is responsible for the pedagogical, 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 fieldwork; supervise the pedagogical, scientific and technical activities of the senior lecturers of the respective subject or scientific area; participate with other coordinating professors of their scientific area in the coordination of programmes, teaching methodologies and general 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 intersectoral coordination activities.

4 - Remuneration position (Article 35(1) of *ECPDESP*): “The remuneration regime applicable to career teachers and other teaching staff is defined in a separate law”— Decree-Law no. 408/89, of November 18, amended by Decree-Law no. 76/96, of June 18, and Decree-Law no. 124/99, of April 20 and Decree-Law no. 373/99, of 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 *ECPDESP*, only candidates who satisfy all of the following general requirements, up to the date limit for submission of applications, may apply:

- a) To be over the age of 18;
- b) Not to be inhibited from carrying out public service nor be 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 mandatory vaccination laws.

5.2 – In compliance with Article 9-A(3) of *ECPDESP*, those who hold a doctoral degree obtained more than five years ago and also have the title of aggregate or legally equivalent title, may apply.

5.3 – Candidates holding foreign qualifications must prove the recognition, equivalence or registration of the doctoral degree under the terms of the applicable legislation.

6 - Application procedure:

6.1 – Applications must be submitted in person, upon receipt, or by post, by registered letter with acknowledgement of receipt, to the following postal address of the Polytechnic of Leiria: Rua General Norton de Matos, Apartado 4133, 2411 – 901 Leiria, until the deadline for submission of applications referred to in no. 1 of this Public Notice.

6.2 - The application request is made by filling in the form, which should be printed on paper, dated, initialled and signed via autograph, which is available on the website of the Polytechnic of Leiria: <https://www.ipleiria.pt/politecnico/recursos-humanos/concursos-e-contratos/carreira docente/>

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

a) Documents proving the fulfilment of the requirements set out in no. 5.1 of this Public Notice; however, candidates are exempt from presenting them, provided they declare, in the admission application (form), under oath, that they meet such requirements. The candidate who fills the vacancy submitted to the competition must deliver the documents proving the declared situations;

b) Copy of the certificates proving the academic qualifications, under no. 5.2 of the Public Notice;

c) Documents proving the fulfilment of the conditions set out in no. 5.3 of this Public Notice, if applicable;

d) 1 copy of the curriculum vitae, duly dated and signed, as well as one copy of the documents proving the facts indicated therein, which must be organized according to the selection and seriation criteria and the assessment and final classification system mentioned in no. 7 of this Public Notice;

e) 1 copy of the work and scientific development plan, to be prepared by the candidate, in line with the mission of the School of Education and Social Sciences of the Polytechnic of Leiria and the research unit that ESECS - Polytechnic of Leiria formally integrates, with intervention in the scientific area of the competition (PTDC);

f) List in a 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), in accordance with the selection and seriation criteria and the assessment and final classification system mentioned in no. 7 of this Public Notice.

6.4 – The documents referred to in no. 6.3 of the Public Notice must be delivered in digital format (CD, DVD or pen drive) duly identified, and the candidate must ensure the legibility of the files.

6.5 - The documents referred to in the previous point must, as a rule, be in the Portable Document Format (PDF), preferably in PDF/A version, except in situations where the document to be presented cannot assume the indicated format; the file name, which must be succinct, cannot contain any of the following characters: /, \, |, :, *, ?, ", (less than), and (greater than).

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 initially written in another language, a translation into Portuguese, Spanish or English must be provided at the same time.

6.7 - The non-presentation of the supporting documents proving the requirements for admission to the competition required and provided for in no 5.1, 5.2 and 5.3 in this Public Notice or its presentation after the deadline stipulated in no.1 of this Public Notice will lead to the exclusion of the application.

6.8 – Failure to submit the supporting documents related to the facts indicated in the curriculum vitae or their presentation after the deadline stipulated in no. 1 of this Public Notice implies the non-valuation of the facts indicated in the curriculum that they should prove.

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

6.10 – The documents provided by candidates shall be returned upon request one year after the conclusion of this competition, except if this competition has been subjected to judicial appeal. In this case, the return of the documents may only occur after the jurisdictional decision has become final.

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

7.1 – Technical and scientific and professional performance (DTCP) in which the following criteria are weighted, considering the relevance of the curricular elements presented for the functions to be performed:

- a) Participation in research and development projects (PID);
- b) Scientific production, publications, communications and conferences at home and abroad (PC);
- c) Supervision of works leading to an academic degree (OT);
- d) Participation in juries of academic examinations (JPA);
- e) Integrated researcher of a Research Unit positively evaluated by the Foundation for Science and Technology - FCT (II);
- f) Participation in professional training activities and in committees of scientific societies and scientific conferences considered relevant in the area in which the competition is open (FPSC);
- g) Work and scientific development plan in line with the mission of the School of Education and Social Sciences of the Polytechnic of Leiria and the Interdisciplinary Centre of Social Sciences -CICS.NOVA.IPLeiria, for the next six years (PTDC).

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: $DTCP = (PID + PC + OT + JPA + II + FPSC + PTDC)$, being the above criteria assessed according to the scoring grid attached.

7.2 - Candidate's pedagogic ability (CP), in which the following criteria are weighted, considering the relevance of the curricular elements presented for the functions to be performed:

- a) Teaching activity: teaching of curricular units in the area for which the competition is open (AL);
- b) Production of teaching material: quality and quantity of the teaching material produced by the candidate in the area for which the contest is open (MP);
- c) Coordination and promotion of new pedagogical projects (e.g. development of new programmes of curricular units, creation and coordination of new study programmes, etc.) or reform and improvement of existing projects (e.g. reformulating of existing curricular unit programmes, participating in the reorganization of existing courses or study programs), as

well as carrying out projects with impact on the teaching/learning process in the area for which the competition is open (CPP);

d) Coordination and supervision of curricular internships and/ or teaching practices in the scope of undergraduate or master's degree in the area for which the competition is open (SE).

7.2.1 — The classification to be awarded in this criterion, representing 45% of the final classification, to a maximum of 100 points, results from applying the following formula: $CP = (AL+MP+CPP+SE)$, being the above criteria assessed according to the scoring grid attached.

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

a) Exercise of positions in management bodies and the participation in bodies or structures of higher education institutions, including the functions performed in each one (ECOEI);

b) Participation in networks, associations or scientific societies, framed in the area for which the competition is open (RSC).

7.3.1 – The classification to be awarded in this criterion, representing 10% of the final classification, to a maximum of 100 points, results from applying the following formula: $AR = (ECOEI+RSC)$, being the above criteria assessed according to the scoring grid attached.

7.4 — The final classification (CF), on a scale from 0 to 100 points, will be obtained by the following formula: $CF = (0,45DTCP + 0,45CP + 0,10AR)$, 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. All results are rounded and presented in one decimal place.

7.5 – In the reasoned assessment, the jury must also consider the provisions of Article 26 of Official Order no. 10 990/2010 if the candidates are in the conditions referred to in that Article.

7.6 – If the final classification of all candidates for the contest is less than 50 points, the jury may review the minimum approval score in absolute merit.

7.7 – In case of a tie between the candidates, after obtaining the final classification, the following tie-breaking criteria will be applied successively (until it becomes necessary):

1st- Best score obtained in the technical and scientific, and professional performance criterion;

2nd - Best total score obtained in the pedagogical ability criterion.

8 - Public Hearing: The Jury may determine the holding of public hearings, which will be attended under Article 28(4) of Official Order no.10990/2010. If these public hearings are required, they shall take place between the 20th and 70th days following the deadline for submitting applications, and all candidates shall be informed at least five days in advance of the date and place of the public hearings.

9 — Members of the jury:

President of the jury:

Rita Alexandra Dias Cadima, Vice-President of the Polytechnic of Leiria, appointed under the terms of Article 23(1)(a) of *ECPDESP*.

Permanent members:

Licínio Carlos Viana Silva Lima, Full Professor of the University of Minho;

Helena Costa Gomes de Araújo, Full Professor (retired) of the University of Porto;
 António Manuel Magalhães Evangelista de Sousa, Full Professor of the University of Porto;
 Ricardo Manuel das Neves Vieira, Principal Coordinator Professor of the Polytechnic of Leiria;
 José Carlos Laranjo Marques, Principal Coordinator Professor of the Polytechnic of Leiria.

Substitute members:

Jorge Manuel Ávila de Lima, Full Professor of the University of the Azores;
 Telmo Humberto Lapa Caria, Full Professor of the University of Trás-os-Montes and Alto Douro.

10 — In compliance with Article 9 h) of the Constitution of the Portuguese Republic, 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, aiming at avoiding all and any kind 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 Polytechnic of Leiria, in Portuguese and English, under the terms of Article 29-B of *ECPDESP*.

May 04, 2022. — The President, *Rui Filipe Pinto Pedrosa*.

ANNEX SCORING GRID

1 – Technical, scientific and professional performance (DTCP) - 45% of the final classification

Criteria	Curricular items to be valued	Scoring
a) PID - Participation in research and development projects in the disciplinary or related area of the competition.	Scientific activity, national or international, in its aspects of coordination, design, production and dissemination, and the exercise of specialist functions, valuing the social utility of this activity.	Maximum: 10 points
b) PC - Scientific production, publications, communications and conferences at home and abroad.	Quality of scientific production measured through the publication of books, chapters, and articles in peer-reviewed journals, namely referenced in national and international databases. In evaluating this parameter, the quantity, originality and diversity of the production, the degree of internationalisation and the recognition by the national and international scientific community (prizes or other forms of recognition and distinction) should be considered.	Maximum: 50 points
c) OT - Supervision of works leading to an academic degree.	Supervision of post-doctoral works, doctoral theses and master's dissertations, projects and final reports relevant to the competition area.	Maximum: 10 points

d) JPA - Participation in juries of academic examinations.	Participation as an examiner in national or international juries of academic examinations and participation in national or international panels for the evaluation and scientific consultancy of scholarships, projects, researchers or research units.	Maximum: 10 points
e) II - Integrated researcher of a research unit positively evaluated by the FCT.	Researcher integrated into a research unit positively evaluated by FCT.	Maximum: 5 points
f) FPSC - Participation in professional training activities and in committees of scientific societies and scientific conferences considered relevant in the area in which the competition is open.	Quantity, duration and relevance of the international and national training/intervention projects, provision of services to the scientific and educational community and the capacity to intervene in the scientific community through participation in scientific committees and activities for organizing meetings, moderation of panels, evaluation of journal articles, complete articles submitted in the minutes of congresses, seminars or similar activity, proposals of communications/posters, abstracts, as well as participation in consultancy activities and others of recognized merit.	Maximum: 10 points
g) PTDC - Work and scientific development plan in line with the mission of ESECS and with the Interdisciplinary Centre of Social Sciences -CICS.NOVA.IPLeiria. This item requires the presentation of a document that includes a proposal of the activities the candidate intends to develop during the next six years. The proposal must be based on the candidate's previous curricular path and should explain how the implementation of the project may contribute, in the scientific aspect, to the development of the disciplinary area for which the competition is open.	It is considered the scientific potential that the plan presents for the development of relevant scientific production, in line with the mission of the School of Education and Social Sciences of Leiria and the Interdisciplinary Centre of Social Sciences - CICS.NOVA.IPLeiria – one of the research units that ESECS-Polytechnic of Leiria formally integrates, with intervention in the scientific area of the competition.	Maximum: 5 points
2 - Pedagogical capacity of candidates (PC) - 45% of the final classification		
Criteria	Curricular items to be valued	Scoring
a) AL - Teaching activity: teaching of curricular units in the area for which the competition is open.	Full years of full-time service in higher education. Coordination or co-coordination of curricular programmes. Experience in teaching other training with scientific relevance, taking into account, namely, the extension, diversity and relevance to the area in which the competition is open.	Maximum: 60 points

b) MP - Production of teaching material: quality and quantity of the teaching material produced in the area for which the contest is open.	Quality and quantity of the teaching material produced by the candidate and its relevance.	Maximum: 10 points
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c) CPP - Coordination and promotion of new pedagogical projects or reform and improvement of existing projects. Carrying out projects with impact on the teaching/learning process in the area for which the competition is open.	Promotion of new pedagogical projects (e.g. development of new courses and respective curricular unit programmes, creation and coordination of new study programmes).	Maximum: 10 points
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d) SE - Coordination and supervision of curricular internships and/ or teaching practices in the scope of undergraduate or master's degrees in the area for which the competition is open.	Quantity, diversity and relevance of the supervision activity of curricular internships or teaching practices in master's, undergraduate and TESP courses (Higher Professional Technical Courses) in the area for which the competition is open.	Maximum: 20 points
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3 - Other activities relevant to the mission of the HEI developed by the candidates (AR)

10% of the final rating

Criteria	Curricular items to be valued	Scoring
a) ECOEI - Exercise of positions in management bodies and the participation in bodies or structures of higher education institutions, including the functions performed in each one.	Duration, diversity and relevance of the participation in management bodies of the institution and courses, namely at the level of coordination and as a member of the scientific or scientific-pedagogical course committees.	Maximum: 70 points
b) CSR - Participation in networks, associations or scientific societies, framed in the area for which the competition is open.	Diversity and relevance of the exercise of functions or activities that enhance the pursuit of the mission of higher education institutions, namely through educational, social and cultural activities that strengthen the institutional connection to the exterior, by creating and strengthening ties and cooperation, with local and national institutions	Maximum: 30 points
