

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 21, 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 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 scientific area of Translation - Specialisation of English, 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 3(4) of *ECPDESP*, the Senior Lecturer is responsible for collaborating with the coordinating professors within the scope of a subject or scientific area and, namely: conduct and teach theoretical, theoretical-practical and practical classes; supervise, guide and monitor internships, seminars and laboratory or fieldwork; manage, develop and carry out scientific research and experimental development activities, according to the general guidelines previously defined in the scope of the subject or scientific area; cooperate with other professors of the subject or scientific area in the coordination of programmes, teaching methodologies and general research guidelines concerning the subjects of that area.

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 17 of *ECPDESP*, those who hold a doctoral degree or the title of specialist in the area or related area for which the competition is open may apply. The title of specialist mentioned in Article 17 of *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 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 title of an academic degree in accordance with 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 1 copy of the documents proving the facts indicated therein, which must be organised 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 Project of scientific development, to be prepared by the candidate, in line with the mission of the ESECS of the Polytechnic of Leiria and the research units that ESECS - Polytechnic of Leiria formally integrates, with intervention in the scientific area of the competition (PDC);

f) 1 copy of the pedagogical development project, to be prepared by the candidate, in line with the mission of the ESECS of the Polytechnic of Leiria and oriented towards the development of the training activity and the innovation in the teaching-learning process (PDP);

g) 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 Article 18(1) (l) and (m) and no. 2 and 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 and discussion of dissertations and theses leading to an academic degree (JPA);
- e) Participation in professional activities (e.g. translation, interpretation and revision) and in scientific and organising committees of scientific events relevant to the area in which the competition is open (FPCC);
- f) The presentation of a scientific development project, in line with the mission of the School of Education and Social Sciences of the Polytechnic of Leiria and the research units that ESECS-Polytechnic of Leiria formally integrates, with intervention in the scientific area of the competition (Centre for Studies in Education and Innovation - CI&DEI; Interdisciplinary Centre of Social Sciences -CICS.NOVA.IPLLeiria), for the next 6 years (PDC).

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

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

- a) Teaching and coordination of curricular units in the disciplinary area for which the competition is open (LCU);
- b) Development of programmes, manuals and materials to support teaching activities produced by the candidate in the disciplinary area for which the competition is open (PMM);
- c) Supervision of curricular internships, teaching practices and other activities of the same nature in the curricular area for which the competition is open (SEP);
- d) Experience as a trainer in the curricular area for which the competition is open (EF).

7.2.1 — 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: $CP = (LCU + PMM + SEP + EF)$, 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 executive positions and in management bodies, in other bodies or structures of a higher education institution (CDO);
- b) Participation in projects or activities of a practical nature, framed in the disciplinary area or similar in which the competition is open (PPA);
- c) Coordination of courses and participation in Scientific and Pedagogical Committees (CCCP).

7.3.1 — The classification to be awarded in this criterion, which represents 10% of the final classification, to a maximum of 100 points, results from the application of the following formula: $AR = (CDO + PPA + CCCP)$, 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: $CF = (0.45 DTCP + 0.45 CP + 0.10 AR)$, 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. 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 – In case of equality of points between the candidates, after obtaining the final classification and considering the number of vacancies to be filled, the following criteria will be successively applied (until necessary):

- 1st - Best score obtained in the technical and scientific, and professional performance criterion;
- 2nd - Best score obtained in the Pedagogical ability criterion.

7.7 – In applying those criteria, the maximum scores foreseen for the respective criteria are not considered.

7.8 - 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.

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:

- Manuel José de Freitas Portela, Full Professor of the University of Coimbra;
- Rui Manuel Gomes Carvalho Homem, Full Professor of the University of Porto;
- Luís Filipe Tomás Barbeiro, Principal Coordinating Professor of the Polytechnic of Leiria;
- Gabriela Gândara Terenas, Associate Professor with Aggregation of the Nova University of Lisbon;
- Maria Alexandra Ambrosio Lopes, Associate Professor, of the Portuguese Catholic University.

Substitute members:

- Susana Fidalgo Moura Lopes, Coordinating Professor of the Polytechnic Institute of Viseu;
- Cristina Maria Alexandre Nobre, Coordinating Professor of the Polytechnic of Leiria.

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*.

July 11, 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	i) Previous experience evidenced by the candidates, their participation in innovative projects in the area for which the competition is open.	Up to 15 points
b) PC: Scientific production, publications, communications and conferences at home and abroad	i) Quantity and quality of scientific production in the area for which the competition is open, namely books, introduction/preface and book chapters, articles, posters in magazines, communications in conferences, expressed by the number, type of publications and by the relevance to the area of the competition.	Up to 40 points
c) OT: Supervision of works leading to an academic degree.	i) The quantity and relevance of the participation in the competition area	Up to 7.5 points
d) JPA: Participation in juries of	i) Quantity and relevance of the participation in the juries.	Up to 7.5 points

academic examinations and discussion of dissertations and theses leading to an academic degree.

e) FPCC: Participation in professional activities (e.g. translation, interpretation and revision) and in scientific and organising committees of scientific events relevant to the area in which the competition is open	i) The quantity, duration and relevance of the participation in professional activities (e.g. translation, interpretation and revision), the provision of services to the scientific and professional community and the capacity of intervention in the scientific community through participation in scientific commissions and activities of organising meetings, moderation of panels, evaluation of journal articles, of complete papers submitted in proceedings of conferences, seminars or similar activity, proposals for communications/posters, abstracts, as well as participation in consultancy activities and others of recognised merit.	Up to 15 points
f) PDC: The presentation of a scientific development project, in line with the mission of the School of Education and Social Sciences of the Polytechnic of Leiria and the research units that ESECS-Polytechnic of Leiria formally integrates, with intervention in the scientific area of the competition (Centre for Studies in Education and Innovation - CI&DEI; Interdisciplinary Centre of Social Sciences -CICS.NOVA.IPLeiria, for the next 6 years (PDC).	i) The project is valued considering the scientific potential it presents for developing relevant scientific production, in line with the mission of ESECS and the research units that ESECS- Polytechnic of Leiria formally integrates. The project must be based on the candidate's previous curricular record and explain how its implementation may contribute, in the scientific field, to the development of the disciplinary area for which the competition is open. The project to be submitted must contain up to 3000 words.	Up to 15 points

2 - Pedagogical ability of candidates (CP) - 45% of the final classification

Criteria	Curricular items to be valued	Scoring
a) LCU: Teaching and coordination of curricular units in the disciplinary area for which the competition is open	i) The length of service in higher education and the experience of teaching and coordination of curricular units.	Up to 35 points
b) PMM: Development of programmes, manuals and materials to support teaching activities produced by the candidate in the disciplinary area for which the competition is open	i) The participation in the elaboration/updating of programmes in the area of the competition and the quality and quantity of pedagogical material produced by the candidate, as well as its relevance in the area in which the competition is open.	Up to 20 points
c) SEP: Supervision of curricular internships, teaching practices and other activities of the same nature in the curricular area for which the competition is open	i) The quantity, diversity and relevance of supervisory activities relevant to the area in which the competition is open.	Up to 20 points
d) EF: Experience as a trainer in the curricular area for which the competition is open	i) The quantity, duration/extent, diversity and relevance of experience in training activities not included in subparagraph a).	Up to 25 points

3 - Other activities relevant to the mission of the higher education institution (AR) - 10% of the final classification

Criteria	Curricular items to be valued	Scoring
a) CDO: Exercise of executive positions and in management bodies, in other bodies or structures of a higher education institution	i) It assesses the duration, diversity and relevance of the functions performed.	Up to 25 points
b) PPA: Participation in projects or activities of a practical nature, framed in the disciplinary area or similar in which the competition is open	i) The duration, diversity and relevance of the functions performed in the context of the processes or activities included in this point.	Up to 50 points
c) CCCP: Coordination of courses and participation in Scientific and Pedagogical Committees	i) The duration, diversity and relevance of the coordination carried out.	Up to 25 points