

1 - Under the Career Statute of Polytechnic Higher Education Teaching Staff (ECPDESP), approved by Decree-Law No. 185/81, of July 1st, as amended by Decree-Law No. 69/88 of March 3rd and 207/2009 of 31st August, and by Law No. 7/2010 of May 13th, as well as the Regulation for the 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 2nd, 2010, through Order No. 10990/2010, it becomes public that, by order of the President of the Polytechnic of Leiria, of March 9th, 2022, on a proposal from the board of the Higher School of Education and Sciences of the Polytechnic of Leiria, is open for thirty working days, from the date of publication of this notice in *the Diário da República*, a documentary competition for the recruitment of an *Professor Adjunto*, in the form of a employment contract in public functions of unspecified duration, for the scientific area of Childhood Education, of the Higher School of Education and Social Sciences of the Polytechnic of Leiria — 1 place.

2 – Period of validity: 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 – It is incumbent, inter alia, on polytechnic higher education teachers, in accordance with Article 2a of the ECPDESP, to provide the teaching service distributed to them and to accompany and guide students; to carry out research, cultural creation or experimental development activities; to participate in tasks of extension, scientific and technological dissemination and economic and social development of knowledge and participate in the management of their higher education institutions.

3.2 – Under the terms of Article 3(4) of the ECPDESP, the *Professor Adjunto* is responsible for collaborating with the *Professores Coordenadores* within a discipline or scientific area and, inter alia: conducting and teaching theoretical, theoretical-practical and practical classes; guiding, directing and monitoring internships, seminars and laboratory or field work; directing, developing and carrying out investment activities; scientific development and experimental development, in accordance with the general lines previously and higher defined in the respective discipline or scientific area; cooperate with the other teachers of the discipline or scientific area in the coordination of programmes, teaching methodologies and general lines of research concerning the disciplines of this area.

4 – Remuneration position (Article 35, no.1 of the ECPDESP): "The remuneration regime applicable to career teachers and teaching staff hired in addition to the career consists of its own diploma." - Decree-Law No. 408/89, November 18th, Decree-Law No. 124/99, of April 20th, and Decree-Law No. 373/99, September 18th.

5 - Admission requirements:

5.1 – Under the terms of Article 17 of the General Law on Working Public Functions, approved by Law No. 35/2014 of 20th June, in its current wording and Article 12-e of the ECPDESP, candidates who, until the deadline for submission of application, cumulatively collect the following general requirements may apply:

- (a) be over 18 years of age;
- b) Not being inhibited from the performance of public functions or not being prohibited for the performance of the functions to which they are applying;
- c) To have physical robustness and psychic profile indispensable to the exercise of the functions to which they are applying;
- d) Have complied with mandatory vaccination laws.

5.2 – According to Article 17 of the ECPDESP, the holders of the doctor's degree or the title of specialist may apply for the competition in the area for which the competition is open, or related area. 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 10th and Decree-Law No. 206/2009 of August 31st.

5.3 – Applicants holding foreign qualifications must prove the recognition, equivalence, or record of the doctor's degree in accordance with applicable law.

6 – Application procedure:

6.1 - The application must be submitted in person, upon delivery of receipt, or by post, by registered mail with acknowledge 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 the submission of applications referred to in paragraph 1 of the notice.

6.2 - The application is made by completing the form, which must be printed on paper, dated, initialled and signed via autograph, available on the portal of the Polytechnic of Leiria: https://www.ipleiria.pt/politecnico/recursos-humanos/concursos-e-contratos/carreira_professor/

6.3 - The applicant must make the application for the following documents, duly numbered, and identified:

(a) documents proving the fulfilling of the requirements set out in paragraph 5.1 of this notice, but candidates are exempted from submitting them, if they declare, in the application for admission (form), under commitment of honour, that they satisfy those requirements. The documents proving the declared situations must be delivered by the candidate who fills the post;

(b) a copy of the certificates proving the title of academic degree or the title of specialist, in accordance with point 5.2 of the notice;

c) Documents proving the fulfilling of the conditions set out in paragraph 5.3 of this notice, if applicable;

d) 1 copy of the respective curriculum vitae, duly dated and signed, as well as 1 copy of the documents proving the facts indicated there in, which must be organized according to the criteria of selection and serialization and system of evaluation and final classification contained in point 7 of this notice;

e) 1 copy of the work plan and scientific development, prepared by the candidate, for a period of five years, aligned with the mission of the ESECS of the Polytechnic of Leiria and the research units that ESECS - Politécnico de Leiria formally integrate, with intervention in the scientific area of the competition (PDC);

f) 1 copy of the pedagogical development project, to be prepared by the candidate, for a period of five years, aligned with the Mission of the ESECS of the Polytechnic of Leiria and oriented to the development of training activity and innovation in the teaching-learning process (PDP);

g) Listing in non-editable format containing the exact identification of the submitted documents (index or list with the name of each document in the order in which they are presented), in accordance with the selection criteria and serialization and final evaluation and classification system contained in point 7 of this notice.

6.4 –The documents referred to in point 6.3 of the notice shall be delivered on digital media (CD, DVD or flash drive) duly identified, and the applicant shall ensure the readability of the files contained in the chosen media.

6.5 - The documents to which the preceding point is obtained must, as a rule, have the Portable Document Format (PDF), preferably in the PDF/A version, with the exception of situations in which the document to be presented cannot assume the format indicated; the name of the files, which must be succinct, may not contain any of the following characters: /, \, |, :, *, ?, ", (less than), and (greater than).

6.6 - Documents may be submitted in Portuguese, Spanish, or English. Where supporting documents are submitted of the facts indicated in the curriculum or papers mentioned in the curriculum originally written in another language, translation into Portuguese, Spanish or English shall be submitted at the same time.

6.7 - The non-submission of the supporting documents of the requirements of mission to the competition required and provided for in paragraphs 5.1, 5.2 and 5.3 in this notice or their presentation outside the period stipulated in paragraph 1 of this notice, determines the exclusion of the application.

6.8 – The non-submission of supporting documents relates to the facts indicated in the curriculum or their presentation outside the period stipulated in paragraph 1 of this notice, implies the non-value of the facts indicated in the curriculum that they should prove.

6.9 – The submission of a false document determines the immediate exclusion of the call for tenders and participation in the competent authority for the purposes of criminal proceedings.

6.10 – The documents submitted by the applicants shall be returned upon request, one year after the termination of this competition, unless the present competition procedure has been challenged in court. In such a situation, the refund of the requested documents may occur only after the enforcement of a final judicial decision.

7 – Selection criteria and serialization and final evaluation and classification system (set out in accordance with Articles 11(2) (a) and 18(1) (l) and m) and paragraphs 2 and 3 of Order No 10 990/2010):

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

- a) Participation in research and development projects (PID);
- b) Scientific production, publications, communications and conferences, nationally and abroad (PC);
- c) Guidance of work leading to the attainment of an academic degree (OT);
- d) Participation in academic evidence juries, leading to academic degree (JPA);
- e) Integrated Researcher of Research Unit positively evaluated by FCT (II);
- f) Participation in professional training activities and in scientific societies and committees and scientific conferences considered relevant in the area in which the competition (FPSC) is open;
- g) Work plan and scientific development, for the next 5 years, aligned with the mission of the Higher School of Education and Social Sciences (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 (PTDC);
- h) Scientific extension activities (AEC), including revisions of articles and evaluation of projects considered relevant in the area in which the competition is opened.

7.1.1 — The classification to be assigned in this criterion, which represents 40% of the final classification, to a maximum of 100 points, results from the application of the following formula: $DTCP = (PID+PC+OT+JPA+II+FPSC+PTDC+AEC)$, and the above-mentioned criteria are evaluated according to the attached score grid.

7.2 - Pedagogical capacity of candidates (PC), in which the following criteria are considered, considering the relevance of the curricular elements submitted for the functions to be performed:

- a) Time of service in higher education (TS);
- b) School activity: diversity of experience of teaching curricular units in the area for which the competition is opened and other UC considered relevant for the functions to be performed (AL);
- c) Production of pedagogical material: quality of and quantity of the pedagogical material produced by the candidate in the area for which the competition (MP) is open;
- d) Coordination and development 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. reformulate programs of existing curricular units, participate in the reorganization of existing courses or study programs), as well as carrying out and projects with impact on the teaching/learning process in the area for which the competition is open (CPP);
- e) Supervision of Pedagogical Practices and curricular internships in the scope of bachelor's or master's degree in the area for which competition is open (SE);
- f) Pedagogical development project, for a period of five years, aligned with the Mission of ESECS of the Polytechnic of Leiria and oriented to the development of formative activity and innovation in the teaching-learning process (PDP).

7.2.1 — The classification to be assigned in this criterion, which represents 40% of the final classification, to a maximum of 100 points, results from the application of the following formula: $CP = (TS+AL+MP+CPP+SE+PDP)$ and the above criteria are evaluated according to the annexed score grid.

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

- a) Exercise of management positions in management bodies and participation in bodies or structures of higher education institutions (ECOEI);
- b) Participation in networks, associations, working groups, programs, projects and/or community liaison activities, framed in the area in which the competition (RSC) is opened.

7.3.1 — The classification to be assigned in this criterion, which represents 20% of the final classification, to a maximum of 100 points, results from the application of the following formula: $AR = (ECOEI+RSC)$, and the above criteria are evaluated according to the attached score grid.

7.4 — The final classification (CF), on a scale of 0 to 100 points, will be obtained by the following formula: $CF = (0.40DTCP + 0.40CP + 0.20AR)$, considering not approved candidates who obtain final classification less than 50 points and approved on absolute merit, candidates who obtain final classification equal to or greater than 50 points. All results are rounded and displayed with a decimal place.

7.5 - In the reasoned assessment, the jury shall also take into consideration the provisions of Article 26 of Order No. 10 990/2010, if the candidates are under the conditions referred to in that article.

7.6 – If the final ranking of all candidates is less than 50 points, the jury may review the minimum approval score on absolute merit.

8 - Public hearing: the Jury may determine the holding of public hearings, which shall be met in accordance with Article 28(4) of Order No. 10990/2010. If these hearings are required, they will take place between the 20th and 70th days following the deadline for the applications, and all candidates will be informed, at least five days in advance, of the date and place where such public hearings will be held.

9 — Composition of the jury:

Chairman of the Jury:

- Maria Isabel Alves Rodrigues Pereira, Coordinating Professor of the Polytechnic Institute of Leiria, appointed in accordance with Article 23(1), a) of the ECPDESP.

Effective vowels:

- Ana Maria Sarmento Coelho, Coordinating Professor of Polytechnic Institute of Coimbra;
- Maria de Lourdes Mata, Associate Professor of the University Institute of Psychological and Life Sciences;
- Maria João Cardona Correia Antunes, Coordinating Professor of the Polytechnic Institute of Santarém;
- Maria Antónia Belchior Ferreira Barreto, Emeritus Coordinating Professor of the Polytechnic Institute of Leiria;
- Marina Vitória Valdez Faria Rodrigues, Coordinating Professor of the Polytechnic Institute of Leiria.

Alternate vowels:

- Amelia of Jesus Gandum Marchão, Coordinating Professor of the Polytechnic Institute of Portalegre;
- Teresa Maria de Sousa dos Santos Leite, Coordinating Professor of Polytechnic Institute of Lisbon.

10 – In compliance with Article 9(h) of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunity between men and women in access to employment and professional progression, providing scrupulously to avoid any form of discrimination.

11 – This competition will also be advertised on BEP (Public Employment Exchange), on the website of the Foundation for Science and Technology, in Portuguese and English and on the website of the Polytechnic of Leiria, in Portuguese and English, pursuant to Article 29b of the ECPDESP.

3 February 2023. - The President, *Carlos Manuel da Silva Rabadão*

ATTACHMENT

Score grid

1 - Technical-scientific and professional performance (DTCP) - 40% of the final classification		
Criteria	Curricular items to value	Punctuation
a) PID	i) For each participation as principal investigator in research and development projects - 5 points; ii) For each participation as a researcher in research and development projects - 3 points.	Up to 10 points
b) PC	i) For each book (author/co-author) - 4 points; ii) For each book chapter (author/co-author) - 2 points; iii) For each scientific article published in a scientific journal with <i>peer review</i> - 3 points; iv) For each scientific article published in a scientific journal without <i>peer review</i> - 1 point; (v) for each communication in conference, scientific meeting or seminar published in the respective minutes - 2 points;	Up to 25 points

	vi) For each communication in conference, <i>workshop</i> , scientific meeting, days or seminar - 1 point.	
c) OT	(i) for each orientation or co-orientation of doctoral theses already completed – 5 points; ii) For each orientation or co-orientation of dissertations, projects and final reports of master's degree - 1 point.	Up to 10 points
d) JPA	i) For each indictment in doctoral juries - 5 points; (ii) for each hearing in juries of other academic tests or assignment of a specialist' title – 1 point.	Up to 10 points
(e) II	Participation as an integrated researcher in a Research Unit positively evaluated by FCT.	5 points
f) FPSC	i) For each participation in vocational training activities as a trainer - 2 points; ii) For each participation in scientific and professional societies bodies - 2 points; iii) For each participation in scientific committees of scientific conferences, congresses and meetings in the area of the competition. - 2 points.	Up to 10 points
g) PTDC	The work plan is valued considering the scientific potential it presents for the development of relevant scientific production, aligned with the mission of ESECS and the research units it formally integrates, with intervention in the scientific area of the competition, considering the work proposal presented.	Up to 20 points
h) AEC	For each review of articles and evaluation of projects considered relevant to the area in which the contest is opened - 1 point.	Up to 10 points

2 - Pedagogical capacity of candidates (PC) - 40% of the final classification

Criteria	Curricular items to value	Punctuation
a) TS	i)For each full school year on a full-time basis of professional experience and dedication to teaching in higher education - 1 point; ii)For each semester of school in part-time work experience and dedication to teaching in higher education – 0.5 points.	Up to 10 points
b) AL	i) For each curricular unit taught in the disciplinary area of the contest - 3 points; ii) For each curricular unit taught in other areas relevant to the institution's mission - 2 points; iii) For each coordination of curricular unit - 2 points; iv) For each participation in the development of curricular unit programs - 1 point.	Up to 20 points
c) MP	For each preparation of pedagogical material (by physical or electronic means) - 2 points.	Up to 20 stitches
d) CPP	For each coordination and coordination of curricular and extracurricular projects - 5 points.	Up to 10 points
e) SE	i) For each supervision of pedagogical practice of master-in-class - 1 point; ii) For each supervision of undergraduate curricular internship and TESP - 0.5 points.	Up to 20 points
f) PDP	It is valued considering the pedagogical development project, for a period of five years, aligned with the Mission of ESECS of the Polytechnic of Leiria and oriented to the development of formative activity and innovation in the teaching-learning process.	Up to 20 points

3 - Other activities relevant to the mission of the HEI (AR) - 20% of the final classification

Criteria	Curricular items to value	Punctuation
a) ECOEI	i) For each year of office fulfilled in the exercise of management positions in management bodies and participation in bodies or structures of higher education institutions - 2 points; (ii) for each term of office less than one year completed – 1 point.	Up to 10 points
b) RSC	For each participation in networks, working groups, programs, projects, community liaison activities, collaborations with institutions within childhood associations or scientific societies – 5 points.	Up to 90 points