

1 - Under the terms of *ECPDESP* [statutes of the academic staff career], approved by Decree-Law no. 185/81, dated July 1<sup>st</sup>, amended by Decree-Laws no. 69/88, dated March 3<sup>rd</sup>, and 207/2009, dated August 31<sup>st</sup>, and by Law no. 7/2010, dated May 13<sup>th</sup>, and in accordance with the *Regulamento de Recrutamento e Contratação do Pessoal Docente de Carreira* [regulation on the recruitment and hiring of career academic staff] of the Polytechnic Institute of Leiria, published in the *Diário da República*, 2<sup>nd</sup> series, no. 127, dated July 2<sup>nd</sup> 2010, the Order no. 10990/2010 makes public that, under an order issued in November 28<sup>th</sup> 2022, by the President of the Polytechnic Institute of Leiria, Professor Doctor Carlos Manuel da Silva Rabadão, based on a proposal of the Director of the School of Arts and Design of Caldas da Rainha, is open for a period of 30 working days, counting from the date of publication of this notice in the *Diário da República*, a documentary contest to recruit one *Professor Adjunto* [senior lecturers], in the form of a public service employment contract for an indefinite period, for the disciplinary area of Cultural Programming and Production - Artistic and Cultural Mediation - 1 place.

2 - Effectiveness: 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 - According to article no. 2-A of *ECPDESP*, polytechnic higher education lecturers are responsible for providing the academic service that is assigned to them, and to guide and supervise students; to develop research, cultural creation or experimental development activities; to participate in development, scientific and technological dissemination, and economic and social knowledge valorisation tasks; and to participate in the management of their higher education institutions.

3.2 - Under the terms of article no.3(4) of *ECPDESP*, the Professor Adjunto [senior lecturer] is responsible for cooperating with the Professores Coordenadores [professors] within the scope of a subject or scientific area, and, specifically, to: conduct and teach theory, theory-practice and practice classes; supervise internships, seminars, and laboratory or field work; manage, and develop scientific research and experimental development activities, following previously established guidelines on the subject or scientific area; cooperate with other lecturers of the subject or scientific area in the coordination of the programme, teaching methodologies, and general research guidelines.

4 - Salary (article no. 35(1) of *ECPDESP*): “The remuneration of career professors, and hired academic staff is established in a separate law.” - Decree-Law no. 408/89, dated November 18<sup>th</sup>, amended by Decree-Law no. 76/96, dated June 18<sup>th</sup>, Decree-Law no. 124/99, dated April 20<sup>th</sup>, and Decree-Law no. 373/99, dated September 18<sup>th</sup>.

5 - Admission requirements:

5.1 - Under the terms of article no. 17 of Law no. 35/2014, dated June 20<sup>th</sup>, and article no. 12-E of *ECPDESP*, only candidates who satisfy all of the following general requirements, up to the last day of applications’ submission, may apply:

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

5.2 - According to article no. 17 of *ECPDESP*, only those who hold a Doctor's degree or a title of specialist, in the competition's area or a similar area, may apply. The specialist title indicated in article no. 17 of *ECPDESP* refers to the one specified in article no. 48 of Law no. 62/20017, dated September 10<sup>th</sup>, and Decree-Law no. 206/2009, dated August 31<sup>st</sup>.

5.3 - Candidates holding foreign qualifications must prove the recognition, equivalence or record of the Doctor's degree, under the terms of the applicable legislation.

6 - Application procedure:

6.1 - Applications must be presented in person, or by mail (registered letter with return receipt requested), sent to the following address of the Polytechnic Institute of Leiria: Rua General Norton de Matos, Apartado 4133, 2411-901 Leiria, until the date established for applications' submission, as specified in no. 1 of this Public Notice.

6.2 - Applications are made by presenting a duly dated and signed competition admission request (form available at <https://www.ipleiria.pt/politecnico/recursos-humanos/concursos-e-contratos/carreira-docente/>), addressed to the President of the Polytechnic of Leiria, which must include: full name, date of birth, gender, nationality, I.D. number, address, email, telephone number, academic qualifications, professional category and position currently held (if applicable), indication of the competition, the number of the Public Notice, with the reference of the *Diário da República* in which it was published, as well as a list of the documents sent with the request.

6.3 - Candidates must also send the following documents, properly numbered and identified:

- a) Photocopy of the academic and professional qualification certificates or other legally recognized document;
- b) Declaration, with a sworn statement, to be provided in the form indicated in no. 6.2 of this Public Notice, of their status regarding each of the conditions of a), b), c) and d) of 5.1 of this Public Notice;
- c) Documents attesting that the candidate meets the legal conditions referred in no. 5.2 and 5.3 (when applicable) of this Public Notice;
- d) 1 copy of the respective curriculum vitae, duly dated and signed, carefully organised, respecting the structure and order of the selection and seriation criteria and final classification set out in point 7 of this announcement, integrating an index, with numbered annexes, chronologically organised from the most recent to the oldest, obligatorily respecting the order of the parameters and factors listed, in order to allow a better assessment of the data presented;
- e) copy of the documents proving the facts indicated in the curriculum;
- f) 1 copy of a synthetic prospective document (maximum 3 pages) to be submitted by the candidates on the future development of their contribution for research and development in the disciplinary area and in the context of the higher education institution where the contest of the Polytechnic Institute of Leiria is opened;
- g) List containing the exact identification of all submitted documents.

6.4 - The documents referred to in point 6.3 of the notice must be delivered in digital format (CD, DVD or pen drive) duly identified, and the candidate must ensure the legibility of the files contained in the chosen external media.

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

6.6 - Documents can be presented in Portuguese, Spanish or English. When documents proving the facts indicated in the curriculum or documents mentioned in the curriculum are originally written in another language, a translation into Portuguese, Spanish or English must also be submitted.

6.7 – The failure to submit the proving documents, required and provided for in points 5.1, 5.2 and 5.3 (if applicable) in

this notice, or their presentation after the deadline stipulated in point 1 of this notice, determines the exclusion of the application.

6.8 – The candidate's failure to submit the documents related to the submitted curriculum implies the non-valuation of the elements that they should prove.

6.9 - The presentation of false documents determines the candidate's immediate exclusion from the competition, as well as the communication to the competent entities for the purpose of criminal proceedings.

6.10 - The documents delivered by the candidates will be returned to at their request, one year after the end of this contest, except in the event of a judicial challenge. In this situation, the return of the requested documents can only occur after the execution of a final judicial decision.

7 - Selection and ranking criteria and evaluation and final classification system (established under the terms of article 11, point 2, paragraph a) and article 18, point 1, paragraphs l) and m) and points 2 and 3 of Order no. 10990/2010):

7.1 - Technical-scientific and professional performance of the candidates (DTCP), in which the following should be considered:

- a) Activities of Direction and Coordination of projects in the area of Programming and Artistic and Cultural Production (PAC);
- b) Scientific production in investigation projects and publications in the competition's area (PC);
- c) Scientific production in communications and conferences in the completion area (CC);
- d) The orientation and co-orientation of theses leading to an academic degree (OT);
- e) Participation in juries of academic examinations (JPA);
- f) Prizes, Grants, Residencies and other support for artistic and cultural creation (AC);
- g) Other Professional experience with relevance in the competition's area (OEP);
- h) Relevance of the academic background and degrees obtained for the specificity of the disciplinary area of the competition and prospective contribution to research (RE).

7.1.1 - The classification to be awarded for this criterion represents 40% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$DTCP = (PAC + PC + CC + OT + JPA + AC + OEP + RE);$$

The parameters should be evaluated as follows:

PAC: the participation in activities of Direction and Coordination of projects in the area of Programming and Artistic and Cultural Production is valued, that is, with responsibilities of high demand and responsibility in artistic and cultural projects in the competition's area, with a maximum of 30 points, as follows:

- a) For each activity as director and coordinator of artistic and cultural creation projects and events - 0,5 to 2 points, depending on the relevance recognized by the jury;
- b) For each activity as Curator or Programming Director - 0,5 to 2 points, depending on the relevance recognized by the jury;
- c) For each activity as head of Production Management or Project Management - 0,5 to 2 points, depending on the relevance recognized by the jury;
- d) For each activity as responsible for Communication Coordination- 1 point;
- e) For each activity as head of the Educational Service or artistic and cultural mediation - 1 point;
- f) For each activity as responsible for Editorial Coordination of publications - 0,5 point;

g) For each activity as head of Artist Residency Programmes - 0,5 point.

PC: Scientific production in investigation projects and publications in the competition's area, that is, the scientific production and its dissemination to the scientific community, in the competition's area, with a maximum of 15 points, as follows:

- a) For each participation as responsible for a research project in a higher education research centre— 0,5 to 3 points, depending on the relevance recognized by the jury;
- b) For each participation as a team member in a research project at a higher education research centre— 1 point;
- c) Each peer-reviewed scientific article in an international scientific journal — 2 points;
- d) Each scientific article in an international scientific journal, without peer-review — 1 point;
- e) Each published book, in a language other than Portuguese, as author or organizer — 5 points;
- f) Each published book, with Portuguese edition, as author or organizer — 4 points;
- g) Each peer-reviewed scientific article in a national scientific journal — 1,5 points;
- h) Each chapter of a book, essay or text integrated in a catalogue — 2 points;
- i) Each scientific article in a national scientific journal, without peer-review — 0,5 point;
- j) For each disseminated article, translation, collaboration in programmes or brochures— 0,25 point;
- l) Member of an editorial or scientific board of a national or international publication — 0,25 point.

CC: Scientific production in communications and conferences in the completion area, that is, the scientific, artistic and cultural communication and its public dissemination, in the competition's area, with a maximum of 15 points, as follows:

- a) For each participation in a conference or colloquium organizing committee — 1,5 points;
- b) For each participation in a conference or colloquium scientific committee — 0,5 point;
- c) For each participation in a conference or colloquium, with presentation of a paper, international — 2 points;
- d) For each participation in conference or colloquium, with presentation of paper, national — 1 point;
- e) For each participation in seminar, round table, debate, conversation, international interview — 1 point;
- f) For each participation in seminar, round table, debate, conversation, national interview — 0,5 point.

OT: The orientation and co-orientation of theses leading to an academic degree, with a maximum of 10 points, as follows:

- a) Each completed orientation or co- orientation of a thesis leading to a Doctor's degree — 2 points;
- b) Each completed orientation or co- orientation of a dissertation or other works leading to a Master's degree — 1 point.

JPA: Participation in public academic examinations juries, with a maximum of 10 points, as follows:

- a) Each participation in a jury for a Doctor's degree — 1 point;
- b) Each participation in a jury for a Master's degree — 0,5 point;
- c) Each participation in a jury for a specialist's title — 1 point;
- d) Each participation in a public evidences jury of the recruitment of higher education lecturers — 1 point.

AC: the attribution of and participation in initiatives of public recognition of merit, namely Prizes, Grants, Residencies and other support to artistic and cultural creation is valued, with a maximum of 5 points, as follows:

- a) For each participation as a jury or selection committee member in a prize, scholarship, support to creation or residency - 1 point;
- b) For each prize or scholarship received — 2 points;
- c) For each support for creation or residency carried out — 1 point.

OEP: Other Professional experience with relevance, in the competition's area, with a maximum of 5 points, as follows:

- a) For each activity or participation in projects and professional events in the competition's disciplinary area, international, as a member of scientific or organizing committee — 1 point;
- b) For each activity or participation in projects and professional events within the disciplinary area of the competition, international, national, as a member of a scientific or organizing commission — 0,5 point;
- c) For each participation in work groups, commissions or consultancy services in the disciplinary area of the competition — 0,5 point;
- d) For each participation as a Director of Associations and organizations that develop activities in the disciplinary area of the competition - 0,25 point.

RE: the relevance of the academic career and degrees obtained for the specificity of the disciplinary area of the competition and the prospective contribution to research is valued, that is, the relevance, diversity and pertinence of the academic career and future contribution to research, in the competition's area, with a maximum of 10 points, as follows:

- a) Assessment of the relevance of the academic path and diversity of the academic degrees for the specificity of the disciplinary area — up to 5 points;
- b) Assessment of the quality and relevance of a brief prospective document (maximum 3 pages) to be submitted by the candidates on the future development of their contribution to research and development in the disciplinary area and in the context of the higher education institution where the competition is open — up to 5 points.

7.2 - Pedagogical skills (CP), in which the following must be considered:

- a) Mastery of the lectured subject areas, subjects or curricular units (LUC);
- b) Coordinated curricular units, and development of programmes in the competition's area (RUC);
- c) Production of pedagogical material, textbooks and material to support classes, in the competition's area (PMP);
- d) Supervision of internships and team supervision in educational services and mediation in artistic-cultural institutions (OES);
- e) Carrying out other activities of educational enhancement and pedagogical extension in the disciplinary area of the competition (OAP).

7.2.1. - The classification to be awarded for this criterion represents 40% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$CP = (LUC + RUC + PMP + OES + OAP)$$

The parameters should be evaluated as follows:

LUC: Mastery of the lectured subject areas, subjects or curricular units, with a maximum of 50 points, as follows:

- a) Each full year teaching in higher education — 1,5 points;
- b) Each different higher education institute, where lectured in the competition's area — 1 point;
- c) Each lectured curricular unit or subject, in the competition's area.— 1 point.

RUC: Coordinated curricular units, and development of programmes in the competition's area, with a maximum of 20 points, as follows:

- a) Each curricular unit or subject where the candidate has been the scientific responsible - 2 points;
- b) Each curricular unit or subject where the candidate has participated in the development of the programme – 0,5 point.

PMP: Production of pedagogical material, textbooks and material to support classes, in the competition's area, with a maximum of 10 points, as follows:

- a) Each curricular unit or subject where the candidate has been responsible for the creation of textbooks, and material to

support theory or theory-practice classes - 2 points.

OES: the supervision of internships and supervision of teams in educational services and mediation in artistic and cultural institutions, in the competition's area, with a maximum of 10 points, as follows:

- a) For each supervision of internship, in educational services of artistic and cultural institutions- 1 point;
- b) For each team supervision, in educational services of artistic and cultural institutions - 2 points.

OAP: the performance of other activities of educational value and pedagogical extension is valued, as well as the pedagogical experience in other levels and types of education, in the competition's area, with a maximum of 10 points, as follows:

- a) For each short course, workshops or other training taught in artistic and cultural institutions- 1 point.
- b) For each research residency, collaborative, immersion and cultural extension activities, national or International- 1 point;
- c) For each year of teaching at other levels of non-higher education – 0,5 point.

7.3 - Other relevant activities to the mission of the higher education institution, which have been developed by the candidate (AR), in which the following must be considered:

- a) Participation in other bodies of the institution, namely scientific, pedagogical and representatives' collegial bodies (OI);
- b) Course coordination, head of department, and scientific and pedagogical commissions (OFI);
- c) Participation in commissions, mission groups, technical commissions, in the competition's area, which are considered relevant for higher education (CAD).

7.3.1. The classification to be awarded for this criterion represents 20% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$AR = (OI + OFI + CAD).$$

The parameters should be evaluated as follows:

OI: Participation in other bodies of the institution or its functional units, namely scientific, pedagogical and representatives' collegial bodies, with a maximum of 30 points, as follows:

- a) Each year as president of a scientific, pedagogical and representatives' collegial body of the institution or its functional units — 10 points;
- b) Each year as secretary of a scientific, pedagogical and representatives' collegial body of the institution or its functional units — 5 points;
- c) Each year as permanent member of a scientific, pedagogical and representatives' collegial body of the institution or its functional units — 3 points.

OFI: Course coordination, head of department, and scientific and pedagogical commissions, with a maximum of 30 points, as follows:

- a) Each year as course coordinator or head of department — 6 points;
- b) Each year as member of a scientific and pedagogical commission or a similar body — 3 points.

CAD: participation in commissions, mission groups, technical commissions, field trips, open classes, seminars in the competition's area with relevance character for higher education, with a maximum of 40 points, as follows:

- a) For each participation in working groups or organization committees of conferences, seminars, exhibitions, in a higher education context — 3 points;
- b) For each organization of study visits, open classes or other similar activities, in a higher education context — 1 point.

7.4 - When candidates meet the conditions referred in article no. 26 of Order no. 10 990/2010, the jury should also take that article's provisions into account in its justified assessment.

7.5 - Final classification (CF), in a scale of 0 to 100 points, is obtained by using the following formula:  $CF = (0.40 \text{ DTCP} + 0.40 \text{ CP} + 0.20 \text{ AR})$ . Candidates who have a final classification equal or above 50 points are considered approved with absolute merit; candidates who have a classification lower than 50 points are considered non-approved.

All results are presented rounded to one decimal place.

7.6. Under the terms and for the purposes envisaged in article 23, no. 2, al. b), of the ECPDESP and in article 12, no. 2, of the Regulation, the President of the Jury, once the final classification has been obtained, if there is equality of points between candidates, in the use of the competence conferred to her by that provision, shall consider the following tie-breaking criteria, to be applied successively:

- a) Best classification in DTCP;
- b) Best classification in CP;
- c) Best classification in AR.

In case of tie, when applying these criteria, the maximum limits of the application of the final classification formula shall not be considered.

8 - Public hearing: After receiving the applications, the jury may decide to hold public hearings, under the terms of article no. 28(4) of Order no. 10 990/2010. In this case, the public hearings shall take place between the 20<sup>th</sup> and 70<sup>th</sup> day after the deadline for the applications, and all candidates shall be informed with a five-day notice of the date and place of the public hearings.

9 - Members of the jury:

President – Maria da Graça Lopes da Silva Poças Santos, Vice-President of the Polytechnic Institute of Leiria, appointed under the terms of article no. 23(1)(a) of *ECPDESP*, and article 10(1)(a) of Order no. 10 990/2010.

Permanent members:

Lúcia Gualdina Marques de Almeida da Silva Matos, Associate Professor of the University of Porto;  
Margarida Brito Alves, Associate Professor, with Agregation, of Nova University of Lisbon;  
Mirian Estela Nogueira Tavares, Associate Professor, with Agregation, of the University of Algarve;  
José Bártolo, Professor, with Agregation, of the College of Art and Design of Matosinhos;  
Rodrigo Eduardo Rebelo da Silva, Professor of the Polytechnic Institute of Leiria.

Substitute members:

Philip José Rodrigues Esteves, Professor of the Polytechnic Institute of Leiria;  
Maria de Fátima Lambert Alexandrino Alves de Sá Monteiro, Professor of the Polytechnic Institute of Porto;  
Olívia Maria Marques da Silva, Professor of the Polytechnic Institute of Porto.

10 - According to article no. 9 h) of the Constitution of the Portuguese Republic, 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), in the website of the Science and Technology Foundation I.P. (FCT), both in Portuguese and English, and in the website of the Polytechnic Institute of Leiria, also in Portuguese and English, under the terms of article no.29-B of *ECPDESP*.

3<sup>rd</sup> April of 2023 - President of the Polytechnic Institute of Leiria, Carlos Manuel da Silva Rabadão.