

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-Law 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 (Politécnico de 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 the President of the Polytechnic of Leiria, of October 26, 2022, on the proposal of the Director of the School of Education and Social Sciences of the Polytechnic of Leiria, a competition for the recruitment of a 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 Sports, of the School of Education and Social Sciences of the Polytechnic of Leiria — 1 place.

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(5) of *ECPDESP*, the 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 the other coordinating professors of their scientific area in the coordination of the 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.

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 19 of *ECPDESP*, those who hold a doctoral degree or the title of specialist for more than five years in the area or related area for which the competition is open may apply. The title of specialist mentioned in Article 19 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.

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 work and scientific development plan, to be prepared by the candidate, in accordance with no. 7.2(f) of this Public Notice;

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 Article 18(1) (l) and (m) and no. 2 and 3 of Official Order No. 10 990/2010):

7.1 — Candidates with a minimum of 3 (three) articles published in a Scopus®-indexed journal, as first or last author, in the last five years are considered approved in absolute merit. Similarly, candidates who do not meet the minimum number of publications indicated above are considered not approved in absolute merit.

7.2 — Technical and scientific and professional performance (DTCP), in which the following criteria are weighted, to be evaluated according to the attached scoring grid, considering the relevance of the curricular elements presented for the functions to be performed:

- a) Research and development projects (PID);
- b) Scientific production [e.g., publications, communications and conferences at home and abroad, review of articles] (PC);
- c) Supervision of works leading to an academic degree (OT);
- d) Juries of academic examinations and/or for the attribution of the title of specialist (JPA);
- e) The participation in scientific societies and their committees and/or the integration in organising and scientific committees of scientific conferences, considered relevant in the area in which the competition is open (PSC);
- f) Work and scientific development plan. The candidate must present a plan with the expected results according to a timeline expressed for the period of 5 years, showing the relevance for the development of knowledge in the area for which the competition is open, for the curricular units of that area and ESECS-IPL. The candidates should present their background in that area based on the pedagogical and scientific production and what is the expected relevance for students' education (PTDC).

7.2.1 — The classification to be awarded in DTCP, which represents 45% of the final classification, for a maximum of 100 points, results from the application of the following formula: $DTCP = 0.05PID + 0.65PC + 0.1OT + 0.1JPA + 0.05PSC + 0.05PTDC$ (for ordering purposes in relative merit of candidates approved in absolute merit).

7.3 — Pedagogical ability of candidates (CP), in which the following criteria are weighted, to be evaluated according to the attached scoring grid, considering the relevance of the curricular elements presented for the functions to be performed:

- a) Coordination of pedagogical projects. Coordination and promotion of new pedagogical projects (e.g. development of new curricular unit programmes, creation and coordination of new courses or study programmes, etc.) or reform and improvement of existing projects (e.g. reformulating programmes of existing curricular units, participating in the reorganization of existing courses or study programmes), as well as the implementation of projects with an impact on the teaching/learning process in the area for which the competition is open (CPP);
- b) Publication of teaching material. Quality and quantity of the teaching material published by the candidate in the area for which the competition is open (MP);
- c) Teaching activity. Teaching and coordination of curricular units in the area for which the competition is open (AL);
- d) Experience as a trainer. Participation in professional training activities, with teaching in the areas for which the competition is open (EF).

7.3.1 — The classification to be awarded in CP, which represents 35% of the final classification, for a maximum of 100 points, results from the application of the following formula: $CP = 0.25CPP + 0.20MP + 0.5AL + 0.05EF$ (for ordering purposes in relative merit of candidates approved in absolute merit).

7.4 — 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 weighted, to be evaluated according to the attached scoring grid:

- a) Exercise of executive positions and in management bodies and participation in bodies or structures (CD);
- b) Participation in projects or activities of a practical nature and/or related to the community, within the area in which the competition is open (PP).

7.4.1 — The classification to be awarded in AR, which represents 20% of the final classification, for a maximum of 100 points, results from the application of the following formula: $AR = 0.7CD + 0.3PP$ (for ordering purposes in relative merit of candidates approved in absolute merit).

7.5 — The final classification (CF), on a scale from 0 to 100 points, will be obtained by the following formula: $CF = (0.45DTCP + 0.35CP + 0.20AR)$.

7.5.1 — For ordering purposes (relative merit), if in DTCP, CP or AR results, in one or more of these parameters, a score higher than 100 points for any of the candidates, its reduction to the maximum limit of 100 points will imply the proportional reduction of the scores obtained by the other candidates in the parameters where this occurs, taking as reference the candidate with the highest score in these parameters.

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

7.7 — In the event of a tie between candidates, after ranking in relative merit the candidates approved in absolute merit, the following tie-breaking criteria will be applied successively and non-cumulatively:

1st Best score obtained in Technical and Scientific and Professional Performance (DTCP);

2nd Best score obtained in the criterion Scientific Production (PC);

3rd Best score obtained in Pedagogical Capacity (CP).

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 public hearings are required, they will take place between the 20th and 70th days following the deadline for the applications, all applicants being informed, at least five days in advance, of the date and place where such public hearings will take place.

9 — Members of the jury:

President of the Jury:

- José Carlos Laranjo Marques, Principal Coordinating Professor of the Polytechnic Institute of Leiria, appointed under the terms of Article 23(1)(a) of *ECPDESP*.

Permanent members:

- Rui Manuel Sousa Mendes, Coordinating Professor with Aggregation of the Polytechnic Institute of Coimbra;
- Luís Paulo Brandão Areosa Rodrigues, Coordinating Professor with Aggregation of the Polytechnic Institute of Viana do Castelo;
- Teresa de Jesus Trindade Moreira da Costa e Fonseca, Coordinating Professor of the Polytechnic Institute of Guarda;
- Teresa Palmira Simões Baptista Teixeira de Figueiredo, Coordinating Professor of the Polytechnic Institute of Setúbal;
- Rui Manuel Neto e Matos, Coordinating Professor of the Polytechnic Institute of Leiria.

Alternate members:

- Antonino Manuel de Almeida Pereira, Coordinating Professor of the Polytechnic Institute of Viseu;
- Abel Aurélio Abreu de Figueiredo, Coordinating Professor of the Polytechnic Institute of Viseu.

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*.

March 28, 2023 — The President, *Carlos Manuel da Silva Rabadão*

ANNEX

Scoring grid

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

Criteria	Curricular items to be valued	Scoring
a) PID	i) For each coordination of research and development projects with external funding, in the area of the competition	5 points
Research and development projects	ii) For each participation, as a team member in a research and development project with external funding, in the area of the competition	2 points
b) PC	i) Author or co-author of a book, in the area of the competition	2 points each [3 points each if published since 2017, inclusive]
Scientific production [e.g. publications, communications and conferences at home and abroad, review of articles]	ii) Author or co-author of a book chapter, in the area of the competition	1 point each [1.5 points each if published since 2017, inclusive]

	iii) Editor or co-editor of a book, in the area of the competition	1 point each [1.5 points each if published since 2017, inclusive]
	iv) Author of a scientific article published in a journal indexed in the Scopus® database, as 1 st author, in the area of the competition	6 points each [9 points each if published since 2017, inclusive]
	v) Author of a scientific article published in a journal indexed in the Scopus® database, as last author or corresponding author, in the area of the competition	4 points each [6 points each if published since 2017, inclusive]
	vi) Author of a scientific article published in a journal indexed in the Scopus® database, other than the first or last author, in the area of the competition	2 points each [3 points each if published since 2017, inclusive]
	vii) Author of articles published in a conference or scientific meeting published in the respective proceedings with ISBN, in the area of the competition	1 point each [1.5 points each if published since 2017, inclusive]
	viii) Author of abstracts published in a conference or scientific meeting published in the respective proceedings with ISBN, in the area of the competition	0.5 points each [0.75 points each if published since 2017, inclusive]
	ix) Lecturer at an international scientific event, in the area of the competition	6 points each [9 points each if the event took place since 2017, inclusive]
	x) Lecturer at a national scientific event, in the area of the competition	4 points each [6 points each if the event took place since 2017, inclusive]
	xi) Reviewer of an article from a scientific journal indexed in the Scopus® database, in the area of the competition	0.5 for each review [0.75 points each if the review was carried out since 2017, inclusive]
	xii) Awards, scholarships and distinctions of scientific scope, in the area of the competition	5 points each [7.5 points each if the reward was received since 2017, inclusive]
c) OT Supervision of works leading to an academic degree	i) For each supervision or co-supervision of doctoral theses already completed, in the area of the competition	10 points
	ii) For each supervision or co-supervision of master's dissertations, projects or final reports already completed, in the area of the competition	2 points
	iii) For each supervision of undergraduate projects already completed	0.5 points
d) JPA Juries of academic examinations and/or for the attribution of the title of specialist	i) For each participation in doctoral juries as the main examiner, in the area of the competition	5 points
	ii) For each participation in doctoral juries (excluding the supervisor), in the area of the competition	2 points
	iii) For each participation in master's degree or attribution of the specialist title juries, in the area of the competition	1.5 points
	iv) For each participation in undergraduate juries, in the area of the competition	0.5 points
e) PSC Participation in scientific societies and their committees and/or the integration in organising and scientific committees of scientific conferences, considered relevant in the area in which the competition is open	i) For each participation in scientific committees of conferences and other scientific events in the area of the competition	5 points
	ii) For each participation in organizing committees of conferences and other scientific events in the area of the competition	4 points
	iii) For each participation in a committee/body of a scientific society, in the area of the competition	3 points
	iv) For each participation in a scientific society, in the area of the competition	1 point
	v) For each participation as a member of the editorial board of a scientific journal indexed in the Scopus® database, in the area of the competition	4 points
f) PTDC	The candidate must present a plan (up to 5 thousand words) with the	Up to 100 points

Work and scientific development plan	<p>expected results according to a timeline expressed for the period of 5 years, showing the relevance for the development of knowledge in the area for which the competition is open, for the curricular units of that area and ESECS-Polytechnic of Leiria.</p> <p>The candidates should present their background in that area based on the pedagogical and scientific production and what is the expected relevance for students' education</p>
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2 – Pedagogical ability of candidates (CP) – 35% of the final classification

Criteria	Curricular items to be valued	Scoring
a) CPP Coordination of pedagogical projects	i) For each coordination of new pedagogical projects in the area of the competition ii) For each reform and improvement of already existing pedagogical projects in the area of the competition	5 points 2 points
b) MP Quality and quantity of the teaching material published by the candidate in the area for which the competition is open	i) For each teaching material with ISBN published by the candidate	5 points
c) AL Teaching activity. Teaching and coordination of curricular units in the area for which the competition is open	i) For each coordination/responsibility of a curricular unit ii) For each curricular unit, per year	4 points 2 points
d) EF Experience as a trainer. Participation in professional training activities, with teaching in the areas for which the competition is open	For every 2 hours of professional training taught	0.5 points

3 – Other activities relevant to the mission of the higher education institution (AR) – 20% of the final classification

Criteria	Curricular items to be valued	Scoring
a) CD The exercise of executive positions and in management bodies and participation in bodies or structures	i) For each year of mandate fulfilled in institutional bodies or organic units of the higher education institution	5 points (per body)
	ii) For each year of exercise fulfilled as coordinator in institutional structures, such as department, course, section, laboratory, committee or its equivalents, group and/or research area and working group formally appointed by statutory body or department	4 points (per structure)
	iii) For each year of exercise fulfilled in institutional structure, such as a member of the scientific and/or pedagogical committee, committee or its equivalents, group and/or research area and working group formally appointed by statutory body or department	3 points (per structure)
b) PP Participation in projects or activities of a practical nature and/or related to the community, within the area in which the competition is open	For each project and/or activity	3 points