

Public Notice n. 510/2023

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 June 29, 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 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 Social Work and Guidance, disciplinary area of Gerontology and Institutions of Social Solidarity, 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 position 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, 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 work and scientific development plan, to be prepared by the candidate, in accordance with no. 7.1(g) 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, or also, the illegibility of the respective files, 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 (JPA);
- e) Researcher in Research Unit positively evaluated by 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.IPLeia, for the next 5 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 - 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 activity: teaching 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 competition is open (MP);
- c) Coordination and promotion of pedagogical projects (e.g. development of new curricular unit programmes, creation and coordination of new study programmes, coordination of curricular units, etc.) or reform and improvement of existing projects (e.g. reformulation of existing curricular unit programmes, participation in the reorganization of existing courses or study programmes), as well as the implementation of projects with impact on the teaching/learning process in the area for which the competition is open (CPP);
- d) Supervision of curricular internships in the scope of undergraduate's 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, which represents 45% of the final classification, to a maximum of 100 points, results from the application of the following formula: $CP = (AL+MP+CCP+SE)$ 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 executive positions in management bodies and participation in bodies or structures of higher education institutions (ECOEl);
- b) Exercise of management positions in public or private entities of social solidarity (ECPOT);
- c) Participation in networks, associations or scientific societies, framed in the area in which the competition is open (RSC).

7.3.1 — 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: $AR = (ECOEl+ECPOT+RSC)$ 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 competition 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 criterion: Technical and scientific and professional performance (DTCP).
- 2nd) Best score obtained in the criterion: Pedagogical ability (PC);
- 3rd) Best score obtained in the criterion: Other activities relevant to the mission of the higher education institution which have been developed by the candidates (AR).

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 — Composition of the jury:

President of the Jury:

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

Permanent members:

- Telmo Humberto Lapa Caria, Full Professor of the University of Trás-os-Montes e Alto Douro;
- Ricardo Manuel das Neves Vieira, Principal Coordinating Professor of the Polytechnic Institute of Leiria;
- José Carlos Laranjo Marques, Principal Coordinating Professor of the Polytechnic Institute of Leiria;
- Margarida Pedroso de Lima, Associate Professor of the University of Coimbra;
- Maria João da Silva Guardado Moreira, Coordinating Professor of the Polytechnic Institute of Castelo Branco.

Alternate members:

- Aurízia Félix Sousa Anica, Coordinating Professor, University of Algarve;
- Cristóvão Adelino Fonseca Franco Ribeiro Margarido, Coordinating Professor of the Polytechnic Institute 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*.

March, 17th, 2023— The President *Carlos Manuel da Silva Rabadão*

ANNEX I

SCORING GRID		
1 – Technical and 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) For each coordination in a funded research project - up to 5 points; ii) For each participation in a funded research project — up to 2.5 points; iii) For each coordination in an unfunded research project – up to 1 point; iv) For each participation in an unfunded research project – up to 0.5 points.	Up to 10 points
b) PC: Scientific production, publications, communications and conferences at home and abroad.	i) Author and/or co-author of a scientific book - up to 6 points; ii) Editor and/or co-editor of a scientific book - up to 4 points; iii) For each publication of a book chapter — up to 2 points; iv) For each scientific paper published in the scientific journal SCOPUS or Web of Science - up to 4 points; v) For each scientific article published in other journals (national or international) with peer-review — up to 2 points; vi) For each communication presented at a conference, scientific meeting or national seminar, published in the respective minutes — up to 1 point; vii) For each communication presented at a conference, scientific meeting or international seminar, published in the respective proceedings — up to 2 points;	Up to 45 points

	viii) - Author and/or co-author of a scientific report or working paper - up to 1 point	
	ix) - Other scientific outputs considered relevant - up to 0.5 points	
c) OT: Supervision of works leading to an academic degree.	i) For each supervision or co-supervision of doctoral theses already completed - 5 points; ii) For each supervision or co-supervision of master's dissertations, projects and final reports already completed - 3 points;	Up to 10 points
d) JPA: Participation in juries of academic examinations	i) For each participation in doctoral juries — 5 points. ii) For each participation in master's juries or attribution of the specialist title — 2 points.	Up to 10 points
e) II: Integrated researcher of a Research Unit positively evaluated by FCT.	i) Participation as a researcher in a Research Unit positively evaluated by FCT.	10 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.	i) For each organisation of duly accredited or certified professional training courses — 2.5 points; ii) For each integration in the scientific committee of scientific conferences/events of scientific societies or organisations, in the area of the competition (CC) — 2.5 points.	Up to 5 points
g) PTDC: Work and scientific development plan, in line with the mission of the School of Education and Social Sciences (ESECS) of the Polytechnic of Leiria and the Interdisciplinary Centre of Social Sciences - CICS.NOVA.IPLeiria, for the next five years.	i) Contribution to the fulfilment of the institution's mission, with regard to the development of teaching in the disciplinary area of the competition, including international dimension - 5 points; ii) Contribution to the fulfilment of the institution's mission with regard to the development of research, including international dimension - 5 points. Note: This item requires the presentation of a document that includes a proposal of the activities that the candidate intends to develop during the first five years of activity as a Senior Lecturer. The proposal must be based on the candidate's previous curricular path and should explain how the implementation of the project may contribute, in scientific/technical terms, to the development of the disciplinary area for which the competition is open (up to 5000 words).	Up to 10 points

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

Criteria	Curricular items to be valued	Scoring
a) AL: Teaching activity: teaching curricular units in the area for which the competition is open.	i) Professional experience and dedication to teaching in higher education (full years of full-time teaching service — 4 points for each academic year; ii) Professional experience and dedication to teaching in higher education (full years of part-time teaching service) — 3 points for each academic year; iii) For each coordination of curricular unit in the disciplinary area for which the competition is open — 3 points; iv) For each curricular unit taught in the disciplinary area for which the competition is open — 2 points.	Up to 35 points
b) MP: Production of teaching material: quality and quantity of the teaching material produced by the candidate in the area for which the competition is open.	i) For each different curricular unit with own and autonomous teaching material in the area for which the competition is open — 1 point.	Up to 15 points
c) CPP: Coordination and promotion of pedagogical	i) For each coordination and promotion of new pedagogical projects (e.g. development of new courses and respective programmes of curricular units)	Up to 20

projects (e.g. development of new curricular unit programmes, creation and coordination of new study programmes, coordination of curricular units, etc.) or reform and improvement of existing projects (e.g. reformulation of existing curricular unit programmes, participation in the reorganization of existing courses or study programmes), as well as the implementation of projects with impact on the teaching/learning process in the area for which the competition is open.	(CPP) - 7.5 points.	points
d) SE: Supervision of curricular internships in the scope of undergraduate's or master's degree in the area for which the competition is open.	i) For each supervision of curricular internships in the scope of master's degrees in the area for which the competition is open except for those already mentioned in point 1(c)(ii) (PTDC) – 2.5 points ii) For each supervision of curricular internships in the scope of undergraduate degrees in the area for which the competition is open - 2.5 points	Up to 30 points
3 - Other activities relevant to the mission of the HEI developed by the candidates (AR) - 10% of the final classification		
Criteria	Curricular items to be valued	Scoring
a) ECOEI: Exercise of executive positions in management bodies and participation in bodies or structures of higher education institutions.	i) For each year of mandate fulfilled as a member in bodies of the institution or of organic or research units of a higher education institution — 5 points; ii) For each year of mandate fulfilled in the institution's structures, such as scientific and pedagogical committees of higher education courses in the area of the competition - 5 points.	Up to 40 points
b) ECPOT: Exercise of management positions in public or private entities of social solidarity.	i) For each year of mandate fulfilled in the management board or in technical leadership (middle or basic) in institutions of social solidarity – 5 points.	Up to 30 points
c) CSC: Participation in networks, associations or scientific societies, framed in the area in which the competition is open.	i) For each year of participation in networks, associations or scientific societies — 5 points.	Up to 30 points