

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, 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 Institute of Leiria, of April 24, 2023, on the proposal of the Director of the School of Education and Social Sciences of the Polytechnic Institute of Leiria, a competition for the recruitment of a career teacher for the category of 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 Education Sciences – School Management, of the School of Education and Social Sciences (ESECS) 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 for 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: a) Conduct and teach theoretical, theoretical-practical and practical classes; b) Supervise, guide and monitor internships, seminars and laboratory or fieldwork; c) 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; d) Cooperate with other professors of the 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 those interested who satisfy all of the following general requirements, up to the date limit for submission of applications, may apply:

- a) 18 years of age;
- b) Non-inhibition from exercising public service nor being prohibited from exercising 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 — Persons holding foreign qualifications must prove the recognition, equivalence or registration of the doctoral degree under the terms of the applicable legislation.

6 — Language(s) to be proficient in: Candidates must be proficient in the Portuguese language, both spoken and written, appropriate to the teaching duties.

7 – Formalization of the application:

7.1 — The application must be submitted in person at the Central Services of the Polytechnic Institute of Leiria (Office of Expedient and Archive – 09h00-12h30 and 14h00-17h30) upon receipt, or by post, by registered letter with acknowledgement of receipt, to the following address of the Polytechnic Institute 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.

7.2 — The application request is made by filling in the form available on the website of the Polytechnic Institute of Leiria (<https://www.ipleiria.pt/politecnico/recursos-humanos/concursos-e-contratos/carreira-docente/>) which must be printed on paper, dated, initialled and signed by handwriting or signed using a qualified electronic signature, in which case the original must also be submitted electronically.

7.3 — The following documents must be submitted together with the application for admission to the competition, duly identified and numbered:

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 situation;

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. 8 of this Public Notice;

e) 1 copy of the scientific development project, to be prepared in Portuguese by the candidate, in accordance with no. 8.2.1(h) of this Public Notice;

f) 1 copy of the pedagogical development project, to be prepared in Portuguese by the candidate, in accordance with no. 8.2.2(g) of this Public Notice;

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. 8 of this Public Notice.

7.4 — The documents referred to in no. 7.3 of the Public Notice and the application form, when signed using a qualified electronic signature, must be delivered in digital format (CD, DVD or pen drive) duly identified, and the candidate must ensure the legibility of the files.

7.5 - 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).

7.6 — The documents may be presented in Portuguese, Spanish or English, without prejudice to no. 7.3(e) and (f). 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.

7.7 — 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.

7.8 — Failure to submit the supporting documents or the illegibility of the respective files related to the facts indicated in the curriculum vitae, duly organised under points d) and g) of no. 7.3 of this Public Notice, 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.

7.9 — 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.

7.10 — 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.

8 – 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):

8.1 — Candidates who have a curriculum vitae in the subject area of the competition that includes at least 10 scientific texts (indexed articles; or books, or book chapters, or publications in conference proceedings - all with ISBN or ISSN) published or definitively accepted for publication will be considered to have been approved in absolute merit.

8.2 — The ranking (relative merit) of candidates is made by applying the following criteria and in the terms indicated:

8.2.1 — Technical-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) PID: Participation in research and development projects;
- b) PC: Scientific production, publications, communications and conferences at home and abroad;
- c) OT: Supervision of works leading to an academic degree;
- d) PJPA: Participation in juries of academic examinations or attribution of the title of specialist and discussion of the works presented therein;
- e) II: Integrated Researcher of a Research Unit positively evaluated by FCT;
- f) PSCC: Participation in scientific societies and committees and scientific conferences with relevance in the area in which the competition is open;
- g) PATCP: Participation in technical, scientific and professional activities;
- h) PTDC: Work and scientific development plan for the next five years, in line with the mission of the School of Education and Social Sciences (ESECS) of the Polytechnic Institute of Leiria and with the research units that ESECS of the Polytechnic Institute of Leiria formally integrates, with intervention in the scientific area of the competition.

8.2.1.1 — The classification to be awarded in this criterion, which represents 50% of the final classification, to a maximum of 100 points, results from the application of the following formula: $DTCP = (PID+PC+OT+PJPA+II+PSCC+PATCP+PTDC)$ being the above criteria assessed according to the scoring grid attached.

8.2.2 — 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) TS: Length of service in higher education;
- b) AL: Teaching Activity: teaching of curricular units in the area for which the competition is open;
- c) MP: Production of teaching materials: quality and quantity of the teaching materials produced by the candidate in the area for which the competition is open;
- d) CPP: Coordination and promotion of pedagogical projects in the area for which the competition is open;
- e) SE: Supervision of curricular internships and teaching practices within the scope of TESP, undergraduate degrees or master degrees;
- f) AD: Evaluation of teaching performance;
- g) PDP: Pedagogical development project, for a period of five years, aligned with the mission of ESECS of the Polytechnic Institute of Leiria and oriented towards the development of training activity and innovation in the teaching-learning process.

8.2.2.1 — The classification to be awarded in this criterion, which represents 40% of the final classification, for a maximum of 100 points, results from the application of the following formula: $CP = (TS +AL +MP+CPP+SE+AD+PDP)$ being the above criteria assessed according to the scoring grid attached.

8.2.3 — 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) ECOEI: Exercise of executive and management positions and participation in other bodies or structures of higher education institutions (IES);
- b) RAGPA: Participation in networks, associations, working groups, programmes, projects and/or community connection activities, in the area in which the competition is open.

8.2.3.1 — The classification to be awarded in this criterion, which represents 10% of the final classification, for a maximum of 100 points, results from the application of the following formula: $AR = (ECOEI + RAGPA)$ being the above criteria assessed according to the scoring grid attached.

8.3 — The final classification (CF), on a scale of 0 to 100 points, will be obtained by the following formula: $CF = (0.50/DTCP + 0.40/CP + 0.10/AR)$.

8.4 — In the event 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: pedagogical ability (CP);
- 2nd) Best score obtained in the criterion: technical and scientific and professional performance (DTCP).

8.5 — For tie-breaking purposes, the absolute scores obtained in these performances will be considered.

9 – 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.

10 – Composition of the jury:

President of the Jury:

- Maria José Nascimento Silva Gamboa, Coordinating Professor of the Polytechnic Institute of Leiria, appointed under the terms of Article 23(1)(a) of *ECPDESP*.

Effective members:

- Amélia de Jesus Gandum Marchão, Coordinating Professor of the Polytechnic Institute of Portalegre;
- Luís Manuel Antunes Capucha, Associate Professor of the ISCTE — University Institute of Lisbon;
- Maria João Cardona Correia Antunes, Coordinating Professor of the Polytechnic Institute of Santarém;
- Isabel Sofia Godinho Silva Rebelo, Coordinating Professor of the Polytechnic Institute of Leiria;
- Maria Antónia Belchior Ferreira Barreto, Emeritus Coordinating Professor of the Polytechnic Institute of Leiria.

Alternate members:

- João Paulo Ferreira Delgado, Coordinating Professor of the Polytechnic Institute of Porto;
- Hugo Alexandre Lopes Menino, Coordinating Professor of the Polytechnic Institute of Leiria.

10. 1 — In the event of impediment or absence, the president of the jury is replaced by Isabel Sofia Godinho Silva Rebelo, Coordinating Professor of the Polytechnic Institute of Leiria

11 – 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 discrimination.

12 – In accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and the Council, of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data (RGPD), the data collected is processed exclusively for processing the application and hiring the selected candidate.

13 - 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 26, 2024 — The President, Carlos Manuel da Silva Rabadão

ATTACHMENT

Scoring grid

1 – Technical and scientific and professional performance (DTCP) – 50% of the final classification		
Criteria	Curricular items to be valued	Scoring
a) PID: Participation in research and development projects.	i) Coordinator of an R&D project funded by an external organisation: 10 points each; ii) Participation in an R&D project funded by an external organisation: 5 points each; iii) Participation in a non-funded R&D project: 2 points each; iv) Participation in an internally funded R&D project: 2 points each.	Up to 15 points
b) PC: Scientific production, publications, communications and conferences at home and abroad.	i) Books (author/co-author): 6 points each; ii) Book chapters, in national publication: 2 points each; iii) Book chapters, in international publication: 3 points each; iv) Articles in national journals indexed in Scopus and/or Web of Science: 4 points each; v) Articles in international journals indexed in Scopus and/or Web of Science: 5 points each; vi) Articles in other national indexed journals: 2 points each; vii) Articles in other international indexed journals: 3 points each; viii) Articles published in non-indexed proceedings or journals: 1 point each; ix) Oral communications without publication: 0.5 points each.	Up to 20 points
c) OT: Supervision of works leading to an academic degree.	i) For each supervision or co-supervision of doctoral theses already completed: 4 points each; ii) For each supervision or co-supervision of dissertations, projects and final reports of master's degrees, or final reports of undergraduate degrees already completed: 3 points each.	Up to 10 points
d) PJPA: Participation in juries of academic examinations or attribution of the title of specialist and discussion of the works presented therein.	i) Participation in doctoral juries: 1. Main examiner: 4 points each; 2. Member: 3 points each; ii) Participation in master's juries as an examiner: 2 points each; iii) Participation in specialist title juries: 1 point each.	Up to 10 points
e) II: Integrated Researcher of a Research Unit positively evaluated by FCT.	i) For each participation as a researcher in a Research Unit positively evaluated by FCT: 5 points.	Up to 5 points
f) PSCC: Participation in scientific societies and committees and scientific conferences with relevance in the area in which the competition is open.	i) For each participation in a scientific society: 2 points. ii) Member of the scientific committee of scientific events: 4 points each.	Up to 10 points
g) PATCP: Participation in technical, scientific and professional activities.	i) Consultancy and provision of services - preparation of studies/opinions or similar: 4 points each; ii) Design of projects considered relevant to the area in which the competition is open: 4 points each; iii) Member of the organising committee of scientific events: 4 points each; iv) Book editor or member of the editorial board of a journal: 3 points each; v) Review of scientific articles: 2 points each; vi) Trainer in the field of continuous training of teachers and educators: 2 points per training.	Up to 10 points
h) PTDC: Work and scientific development plan, for the next five years, in line with the mission of ESECS of the Polytechnic Institute of Leiria and the research units that ESECS-Polytechnic Institute of Leiria formally integrates, with intervention in the scientific area of the competition.	Valued considering the scientific potential it presents for the development of relevant scientific production, in line with the mission of ESECS and the research units that ESECS of the Polytechnic Institute of Leiria integrates. 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 3000	Up to 20 points

	words).	
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2 – Pedagogical ability of candidates (CP) – 40% of the final classification		
Criteria	Curricular items to be valued	Scoring
a) TS: Length of service in higher education.	i) For each full-time academic year of professional experience and dedication to teaching: 4 points; ii) For each part-time academic semester of professional experience and dedication to teaching – 1 point.	Up to 20 points
b) AL: Teaching Activity: teaching of curricular units in the area for which the competition is open.	i) For each curricular unit taught in the subject area of the competition: 5 points; ii) For each curricular unit taught in other areas relevant to the institution's mission: 2 points; iii) For each curricular unit taught in distance learning courses in the subject area of the competition: 5 points; iv) For each curricular unit taught in distance learning courses in other areas relevant to the institution's mission: 2 points. v) For each curricular unit coordination: 3 points; vi) For each participation in the preparation or revision of curricular unit programs: 2 points.	Up to 20 points
c) MP: Production of teaching materials: quality and quantity of the teaching materials produced by the candidate in the area for which the competition is open.	i) For each curricular unit or subject in the subject area for which the competition is open, in which the candidate was the author of support manuals, support materials and/or support for theoretical or theoretical-practical classes: 2 points; ii) For each curricular unit or subject in which the candidate was the author of support manuals, support materials and/or support for theoretical or theoretical-practical classes: 1 point.	Up to 10 points
d) CPP: Coordination and promotion of pedagogical projects in the area for which the competition is open.	i) For each coordination and promotion of a project or reform and improvement of a project or programme, in the subject area for which the competition is open: 5 points; ii) For each coordination and promotion of a project or reform and improvement of a project or programme: 3 points.	Up to 15 points
e) SE: Supervision of curricular internships and teaching practices within the scope of TESP, undergraduate degrees or master degrees.	i) For each supervision of teaching practice or curricular internship for a master's degree, undergraduate's degree or TESP: 3 points.	Up to 10 points
f) AD: Evaluation of teaching performance	i) For each evaluation equal to Good: 1 point; ii) For each evaluation equal to or higher than Very Good: 3 points.	Up to 5 points
g) PDP: Pedagogical development project, for a period of five years, aligned with the mission of ESECS of the Polytechnic Institute of Leiria and oriented towards the development of training activity and innovation in the teaching-learning process	This item requires the presentation of a document, in line with the mission of the ESECS of the Polytechnic Institute of Leiria, that includes a proposal of the pedagogical activities and strategies that the candidate intends to develop during the first five years of activity as a teacher with the category of 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 pedagogical terms, to the development of training activity and innovation in the teaching-learning process, in the subject area for which the competition is open (up to 3000 words)	Up to 20 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 and management positions and participation in other bodies or structures of higher education institutions (HEI)	i) For each full year of mandate of management position completed: 3 points; ii) For each mandate of management position of less than one year completed: 1 point; iii) For each full year of coordination of scientific area or department of higher education: 5 points; iv) For each full year of coordination of undergraduate or master's degree course: 5 points; v) For each full year of Coordination of CTeSP or postgraduate course: 3 points; vi) For each full year as a member of the Technical-Scientific or Pedagogical Council or other collegiate body of HEI: 2 points; vii) For each full year as a member of the Scientific-Pedagogical Committee of an undergraduate's or master's degree course: 2 points; viii) For each full year as a member of the Scientific-Pedagogical Committee of a CTeSP course or postgraduate course: 1 point;	Up to 45 points

	ix) Member of institutional working groups/committees (development of regulations, strategic planning, statutory committees, creation and restructuring of courses): 1 point each.	
b) RAGPA: Participation in networks, associations, working groups, programmes, projects and/or community connection activities, in the area in which the competition is open.	i) For each participation in networks, working groups, programmes, projects, and community liaison activities: 5 points; ii) President or Member of a selection/seriation jury of candidates for master's degrees, postgraduate programmes, special competitions, competitions > 23 years old, CTeSP and similar: 2 points each/function; iii) Participation in an international mobility programme - teacher and research mobility visits: 3 points each; iv) Collaborating Researcher in Research Units evaluated by FCT: 2 points per collaboration; v) Evaluation of projects in the area of speciality in which the competition is open: 2 points per evaluation; vi) Other organisational activities that the jury considers relevant: 4 points.	Up to 55 points