

Castelo Branco Polytechnic Institute  
Call for Applications

Call for applications for the recruitment of a senior lecturer in the field of Sport, specialising in Child  
Motor Development

It is hereby announced that, by my order of 6 November 2025, authorisation has been granted to open a competitive selection process, to run for a period of 30 working days, from the date of publication of this notice in the Diário da República, with a view to filling a post on the staff establishment of the Castelo Branco Polytechnic Institute (IPCB) in the category of senior coordinating lecturer in the field of Sport (CNAEF 813), specialising in Child Motor Skills, under a permanent public sector employment contract, for the Scientific Area of Sport at the School of Education of the Polytechnic Institute of Castelo Branco.

1. Applicable legislation

- a) Statute on the Career of Teaching Staff in Polytechnic Higher Education (ECP-DESP), approved by Decree-Law No. 185/81 of 1 July and Decree-Law No. 112/2021 of 14 December, which regulates the system of internal competitive examinations for promotion within the teaching career in higher education;
- b) Regulations on the Recruitment and Appointment of Tenured Teaching Staff at the Castelo Branco Polytechnic Institute, published in the Diário da República, 2nd series, of 15 March 2021;
- c) Code of Administrative Procedure (CPA) and other supplementary legislation applicable to public sector employees.

2. Expiry date

This recruitment exercise is intended solely to fill the post referred to above and will be closed once the post has been filled.

3. Functional content of the category

The lead coordinating lecturer is responsible for carrying out the duties set out in Article 9-A(1) of the ECPDESP, namely: collaborating with coordinating lecturers within a subject or academic discipline; providing pedagogical, academic and technical coordination of teaching and research activities within a subject or academic discipline; and carrying out cross-departmental coordination activities

4. Admission requirements

4.1 General requirements:

Applicants must meet the requirements set out in points (c), (d) and (e) of Article 17 of Law No 35/2014 of 20 June, as currently in force.

4.2. Special requirements:

Teachers who have held a PhD for more than five years and who also hold the title of 'agregado' or a legally equivalent qualification, in accordance with Article 9-A(3) of the ECDESP, in the specific subject area for which the competition is open, are eligible to apply.

4.3. Candidates holding foreign qualifications must provide proof of the "equivalence" or "specific recognition" of their doctoral degree, depending on the date on which the degree was awarded.

This requirement must be met by the application deadline.

5. Submission of the application:

5.1 Applications must be submitted in writing to the President of the Castelo Branco Polytechnic Institute, either delivered in person or sent by post via registered letter with acknowledgement of receipt, to the Office of the President of the Castelo Branco Polytechnic Institute, Av. Pedro Alvares Cabral nº 12, 6000-084 Castelo Branco.

6. Applications sent by email will not be accepted.

7. Information to be included in the application:

7.1. Full name, postal address, email address and telephone number;

7.2. Details of the competition for which you are applying, including the reference number of the notice and the date of publication in the Official Gazette;

7.3. Academic qualification and professional category;

7.4. A statement confirming that you meet the general admission requirements set out in point 4.1 of the Notice.

8. Application process instructions:

a) A copy (uncertified) of the certificate attesting to the academic degree and/or postgraduate qualification;

b) Eight digital copies (on a USB stick, in PDF format) of the curriculum vitae, which must be format (USB stick, in PDF format);

d) The digital files referred to in points b) and c) must be properly labelled, and the candidate must ensure the legibility of the files contained on the chosen medium.

e) File names must be concise and may not contain any of the following characters: /, \, |, :, \*, ?, ", < (less than) and > (greater than), nor Portuguese characters with a 'cedilla' or 'tilde'.

f) File names must not exceed 20 characters.

g) A complete list of the documentation submitted, in non-editable PDF format, containing the exact names of all documents attached to the CV (name of each file).

organised in accordance with the criteria for the selection and ranking of candidates specified in point 13 of this notice;

c) Eight copies of all supporting documentation for the items referred to in the curriculum vitae in digital

8.1. Applicants are exempt from submitting documents that are already on file in their individual application; this must be expressly stated in their application form.

8.2. *Curriculum Vitae* (CV)

The curriculum vitae must be submitted and organised in accordance with the components, sub-components and assessment criteria, including a table of contents with numbered appendices, arranged chronologically (from most recent to oldest) and organised in accordance with the candidate selection and ranking criteria specified in point 13 of this notice; failure to do so will result in the application not being considered in the assessment:

a) Technical and scientific performance (40%);

b) Teaching performance (40%);

c) Other activities relevant to the institution's mission, in particular organisational and management activities (20%).

8.3. Failure to provide evidence of the work and activities mentioned in the curriculum vitae will result in the relevant elements not being taken into account.

9. Exclusion:

The following candidates will be excluded:

- a) Those who do not meet the requirements set out in section 4.2 of this notice;
- b) Those who do not submit the documents required in section 8 of this notice;
- c) Those who submit documents after the deadline specified in this notice;
- d) Those who submit false documents.

10. Candidates will be notified, preferably by email, at the address provided in the application form.

11. Criteria for the selection and ranking of candidates

11.1. The selection of candidates for the competition is carried out through an assessment of their CVs and takes place in two stages:

- i. Verification of compliance with the criteria for absolute merit, in accordance with section 12;
- ii. Verification of relative merit based on the parameters, criteria and weightings set out in section 13 of this notice.

12. Absolute Merit

The selection panel shall consider as having passed on the basis of absolute merit all candidates who, in accordance with the criteria set out in Article 23 of the IPCB Regulations on the Recruitment and Appointment of Tenured Academic Staff, obtain a quantitative score of 50 points or more on a scale of 0 to 100 points.

13. Relative Merit

The selection and ranking criteria, designed to assess the suitability of candidates for the roles to be filled, are as follows, with the following weightings assigned to them:

- a) Technical and scientific performance (40%);
- b) Teaching performance (40%);
- c) Other activities relevant to the institution's mission, in particular organisational and management activities (20%).

Components, subcomponents and evaluation items	Score per item	Maximum sub-component	Maximum component score
<b>A) Technical and scientific performance (DTC)</b>			40%
<b>A1) Individual technical and scientific output (not to be combined with other output) in the field and specialisation specified in the competition notice</b>		10	
<ul style="list-style-type: none"> <li>1. Books in the field (with ISBN)</li> <li>2. Book chapters in the field (chapters of 5 or more pages, with ISBN)</li> <li>3. Guest speaker at scientific congresses, conferences and seminars (sole author)</li> <li>4. Articles in peer-reviewed or non-peer-reviewed journals in the field (sole author)</li> </ul>	<ul style="list-style-type: none"> <li>3 points per publication</li> <li>1.5 points per publication</li> <li>1 point per publication</li> <li>1 point per publication</li> </ul>		
<b>A2) Technical and scientific output in the field and specialism specified in the call for applications</b>		30	
<ul style="list-style-type: none"> <li>1. Books (1<sup>st</sup> author, with ISBN)</li> <li>2. Books in the field (co-author, with ISBN)</li> <li>3. Book chapters (chapters of 5 or more pages, first author, with ISBN)</li> <li>4. Book chapters (chapters of 5 or more pages, co-author, with ISBN)</li> <li>5. Articles in indexed journals (SJR or JCR, 1<sup>st</sup> author)</li> <li>6. Articles in indexed journals (SJR or JCR, co-author)</li> <li>7. Articles in non-indexed peer-reviewed journals (author or co-author)</li> <li>8. Articles in peer-reviewed conference proceedings (author or co-author)</li> <li>9. Oral presentations or posters at conferences or scientific meetings</li> </ul>	<ul style="list-style-type: none"> <li>2 points per publication</li> <li>1 point per publication</li> <li>1 point per publication</li> <li>0.5 points per publication</li> <li>1.5 points per publication</li> <li>1 point per publication</li> <li>0.5 points per publication</li> <li>0.5 points per publication</li> <li>0.5 points per communication</li> </ul>		
<b>A3) Knowledge Transfer</b>		10	
<ul style="list-style-type: none"> <li>1. Patent registration</li> <li>2. Provision of services to external entities, with invoicing to the higher education institution</li> </ul>	<ul style="list-style-type: none"> <li>5 points per patent</li> <li>2 points per project</li> </ul>		
<b>A4) Coordination of or participation in scientific projects with competitive funding</b>		15	
<ul style="list-style-type: none"> <li>1. Coordinator/project lead for internationally funded scientific projects;</li> <li>2. Coordinator of nationally funded scientific projects</li> <li>3. Member of the research team for internationally funded scientific projects;</li> <li>4. Member of the research team for nationally funded scientific projects</li> </ul>	<ul style="list-style-type: none"> <li>5 points per project</li> <li>2.5 points per project</li> <li>2 points per project</li> <li>1 point per project</li> </ul>		
<b>A5) Supervision of academic theses (completed)</b>		10	
<ul style="list-style-type: none"> <li>1. Supervision of PhD theses</li> <li>2. Supervision of Master's theses (internships are not included here)</li> <li>3. Supervision of postdoctoral research</li> </ul>	<ul style="list-style-type: none"> <li>2 points per direction</li> <li>1 point per direction</li> <li>0.5 points per direction</li> </ul>		
<b>A6) Serving on academic panels</b>		10	
<ul style="list-style-type: none"> <li>1. Serving on a PhD examination board</li> <li>2. Serving on a Master's examination board</li> <li>3. Participation in a postdoctoral examination panel</li> <li>4. Participation in other examination panels (Specialist Title DL No. 206/2009 of 31 August)</li> </ul>	<ul style="list-style-type: none"> <li>1 point per judge</li> <li>0.5 points per judge</li> <li>0.2 points per judge</li> <li>1 point per judge</li> </ul>		
<b>A7) Coordination/editing of scientific publications</b>		5	
<ul style="list-style-type: none"> <li>1. Editor of JCR or SJR scientific journals;</li> <li>2. Editor of other scientific journals;</li> <li>3. Editorial coordinator/section editor of scientific journals;</li> <li>4. Member of editorial boards of scientific journals</li> <li>5. Reviewer of books or book chapters (with ISBN)</li> <li>6. Reviewer of scientific articles for JCR or SJR scientific journals</li> </ul>	<ul style="list-style-type: none"> <li>1 point per activity</li> <li>0.5 points per activity</li> <li>0.5 points per activity</li> <li>0.5 points per activity</li> <li>0.5 points per activity</li> <li>0.05 points per activity</li> </ul>		
<b>A8) Awards, grants and honours</b>		5	
<ul style="list-style-type: none"> <li>1. Scientific and academic awards and honours from scientific societies or public or private bodies;</li> <li>2. Scholarships for periods of study or scientific work at research centres or international institutions</li> </ul>	<ul style="list-style-type: none"> <li>2 points per prize</li> <li>1 point per grant</li> </ul>		
<b>A9) Organisation of and participation in scientific events (relevant to the field of the competition)</b>		5	
<ul style="list-style-type: none"> <li>1. Membership of the scientific committee or involvement in the organisation of international scientific events;</li> <li>2. Membership of the scientific committee or involvement in the organisation of national scientific events;</li> <li>3. Reviewer of scientific articles for the proceedings of scientific events</li> </ul>	<ul style="list-style-type: none"> <li>0.5 points per participation</li> <li>0.2 points per participation</li> <li>0.01 points per activity</li> </ul>		
<b>FORMULA: DTC = (A1+A2+A3+M+A5+A6+A7+A8+A9)</b>		100	

Desempenho técnico-científico (DTC)

## Desempenho pedagógico (DP)

Components, subcomponents and evaluation items	Score per item	Maximum sub-component	Maximum component score
B) Teaching Performance (TP)			40%
<b>B1) Teaching posts in the field covered by the competition</b>		50	
<b>1. Years of service in higher education (report full-time equivalent in total hours per academic year)</b> <b>2. Course coordinator for undergraduate modules (cannot also be a contributor to the same module)</b> <b>3. Responsible for Master's degree course modules (cannot also contribute to the same module)</b> <b>4. Contributor to Bachelor's degree course modules</b> <b>5. Contributor to Master's degree course modules</b>	1 point per full year 1 point per credit unit per year 1.5 points per credit unit per year 0.5 points per credit unit per year 1 point per credit unit per year		
<b>B2) Educational collaboration with other institutions</b>		5	
<b>1. Academic collaboration with international higher education institutions (Erasmus* teaching or equivalent)</b> <b>2. Academic collaboration with national higher education institutions (concurrent teaching)</b>	1 point per contribution 1 point per contribution per term		
<b>B3) Other guidance of an educational nature</b>		15	
<b>1. Supervision of final-year undergraduate dissertations (completed)</b> <b>2. Supervision of postgraduate theses (completed)</b> <b>3. Supervision of work placements (completed)</b>	0.5 points per guidance item 0.5 points per guidance item 0.5 points per guidance item		
<b>B4) Continuing professional development and other training activities</b>		15	
<b>1. Delivery of continuing professional development courses (minimum 25 hours)</b> <b>2. Organisation of supplementary training courses</b>	2 points per course 0.5 per course		
<b>B5) Teaching performance evaluation</b>		15	
<b>1. Ranking in the (institutional) academic staff evaluation with an 'excellent' rating;</b> <b>2. Rapporteur for the (institutional) academic staff evaluation</b>	1 point per year 2 points for each person assessed		
FORMULA: $CP = (B1+B2+B3+B4+B5)$		100	

## Outras atividades relevantes (OAR) para a missão da instituição de ensino superior

Components, subcomponents and evaluation items	Score per item	Maximum sub-component	Maximum component score
<b>c) Outras Atividades Relevantes para a missão da instituição (OAR) C  Other Activities Relevant to the institution's</b>			20%
<b>(c) Holding of management posts and roles (by election)</b>		40	
1. Holding single-person management positions (President, Vice-President, Director, Deputy Director) 2. Chair/Vice-Chair of collegial bodies (Scientific Council, Pedagogical Council, Council of Representatives) 3. Member of collegial bodies (General Council, Scientific Council, Pedagogical Council, Council of Representatives) 4. Coordinator of a Technical-Scientific Unit or Department 5. Member of institutional committees (appointed by the President or Head of Unit)	6 points per full year 2 points per year 0.5 points per year 1 point per year 0.5 points per year		
<b>C2) Held positions and roles involving coordination</b>		30	
1. Number of years as Senior Lecturer with tenure; 2. Number of years as Senior Lecturer; 3. Coordinator of a research, development and innovation centre or unit; 4. Coordinator of a scientific area; 5. Course coordinator	4 points per year 3 points per year 2 points per year 1.5 points per year 1 point per year		
<b>C3) Project and institutional evaluation activities</b>		10	
1. Evaluation of projects with competitive funding (FCT, ANI, etc.) 2. Institutional evaluation and evaluation of degree programmes (A3ES) 3. Evaluation of international mobility projects (ERASMUS)	2 points per assessment 2.5 points per assessment 2 points per assessment		
<b>C4) Serving on the selection panel for a competition for teaching staff</b>		15	
1. Serving on selection panels for Coordinating Lecturer competitions; 2. Serving on the selection panel for Assistant Lecturer	2 points per judge 1 point per judge		
<b>C5) Activities relevant to teaching and research</b>		5	
1. Responsible for agreements with public or private bodies 2. Participation in bodies of third-party organisations on behalf of the institution 3. Participation in organisations of scientific, professional, social or cultural interest, whether national or international	1 point per protocol per year 1 point per entry per year 0.5 points per entry		
<b>FORMULA: OAR = (C1+C2+C3+C4+C5)</b>		100	

14. The final score (FS) is calculated using the following formula, with results shown to two decimal places:

$$FS = (0.4 * DTC) + (0.4 * DP) + (0.2 * OAR)$$

15. The jury's decisions are taken by a roll-call vote, with reasons given, by an absolute majority of the votes cast by the members present at the meeting; abstentions are not permitted.

16. Once the application assessment phase has been completed, the selection panel draws up a list of unsuccessful candidates and those successful on the basis of merit alone, and, from among these, a ranked list of candidates.

17. The lists are communicated to the candidates for the purposes of holding a hearing with the interested parties, in accordance with the CPA, with notification being issued within three working days.

18. Once the hearing of interested parties has taken place, the jury shall consider the issues raised within 10 working days.

19. The deadline for the jury to issue its final decision must not exceed 90 consecutive days from the closing date for the submission of applications.

Once the procedure set out in point 18 has been completed, the lists, together with all the jury's decisions, are submitted to the President of the IPCB for approval.

20. Minutes: the minutes of the selection panel are made available to candidates upon request.

21. Documents submitted by candidates will be destroyed if no request for their return is made within one year of the competition closing.

22. Composition of the jury:

Chair:

Nuno Filipe Alves Gaiola Castela, Coordinating Professor and Vice-President of the Polytechnic Institute of Castelo Branco;

Full Members:

Maria da Graça Ferreira Simões de Carvalho, Retired Full Professor, Institute of Education, University of Minho;

Maria Beatriz Ferreira Leite de Oliveira Pereira, Retired Full Professor, Institute of Education, University of Minho;

Luís Paulo Brandão Areosa Rodrigues, Principal Coordinating Professor, Polytechnic Institute of Viana do Castelo;

Rui Manuel Sousa Mendes, Principal Coordinating Professor, Polytechnic Institute of Coimbra;

João Manuel Patrício Duarte Petrica, Principal Coordinating Professor, School of Education of the Polytechnic Institute of Castelo Branco.

Alternate members:

Daniel Almeida Marinho, Full Professor at the Faculty of Social and Human Sciences, University of Beira Interior;

José de Jesus Fernandes Rodrigues, Principal Coordinating Professor, Rio Maior School of Sport, Polytechnic Institute of Santarém.

22.1. In the event of the Chair of the jury being absent or unable to attend, they shall be replaced by the first member listed in the order set out in the notice.

23. This Notice is published: in the Diário da República, Series II, and on the IPCB website, in Portuguese and English, at <https://www.ipcb.pt/conhecer/recursos-humanos/concursos/>.

24. In compliance with Article 9(h) of the Constitution, the IPCB actively promotes a policy of equal opportunities between men and women in access to employment and career progression, taking scrupulous care to avoid any and all forms of discrimination.

25. In this regard, the term “candidate”, amongst others referring to citizens applying for the competitive selection process, is not used in this Notice to refer to their gender.

25.1. Protection of personal data: personal data collected and processed in accordance with the provisions of this notice are intended exclusively for the purposes of the competition; the lawfulness of their processing falls within the provisions of Article 6(1)(b) and (c) of the General Data Protection Regulation (GDPR) and is limited to what is necessary in relation to the purpose for which they are collected.

25.2. When submitting their application, candidates must provide only the data strictly necessary for this purpose, in accordance with the requirements of this notice, and must conceal any personal data that may be contained in the documentation submitted, particularly in the CV, failing which such data may be freely accessed by any of the other candidates, within the scope of the right to inspect the competition file.

