

Polytechnic Institute of Castelo Branco

Notice

Call for applications for an assistant professor

1 - It is hereby made public that, by my order of May 26th 2022, the opening of a documentary competition was authorized, 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 vacancy in the staff map of the Polytechnic Institute of Castelo Branco (IPCB) in the career of teaching staff of the higher education polytechnic, in the category of assistant professor, in the Tourism and Leisure Area.

2 - Applicable legislation

- a) Estatuto da Carreira de Pessoal Docente do Ensino Superior Politécnico (ECPDESP) approved by Decree-Law no. 185/81 of 1/07, in its current version;
- b) Regulation for Recruitment and Contracting of the Teaching Staff Career of the Polytechnic Institute of Castelo Branco (published in the D. R., 2nd series, no. 51 of March 15th, 2021);
- c) General Labour Law in Public Functions, approved by Law No. 35/2014, of June 20th (as amended) and other complementary legislation applicable to workers in public functions.

3 - Place of work: Instituto Politécnico de Castelo Branco.

4 - Number of positions to be filled - 1.

5 - Modality of the legal employment relationship: Open-ended public employment contract with a probationary period of five years.

6 - Characterization of functional content: The assistant professor is responsible for exercising the functions set out in no. 4 of Article 3 of the Statute of the Career of Teaching Staff for Higher Education.

7 - Remuneration position: Provided for in the remuneration system for teaching staff in polytechnic higher education, DL n.º 408/89 of 18/11, altered by DL n.º 76/96 of 18/06, DL n.º 373/99 of 18/09.

8 - Admission requirements: The following are cumulative requirements for admission to the competition

8.1 General requirements

To hold the general requirements laid down in paragraphs b) to e) of article 17 of the General Employment Law in Public Functions:

- a) To be a full 18 years of age;
- b) Not to be disqualified from performing public functions;
- c) They must be physically fit and have the mental profile required to carry out their functions;
- d) Have fulfilled the compulsory vaccination laws.

8.2 Special requirements

8.2.1 Hold a PhD degree or a specialist title in the area for which the competition is open.

8.2.2 Applicants holding qualifications obtained abroad should provide proof of recognition, equivalence, or registration of the doctoral degree, in accordance with applicable legislation.

8.2.3 Candidates shall be proficient in Portuguese (spoken and written) to a level that allows for the award of teaching service without any limitations in communicating in that language.

9 - Period of validity of the competition

The competition is valid for the job position in question, expiring when the position is filled or when there are no or insufficient candidates.

10 - Form of application

10.1 - Applications should be formalized by means of a paper application addressed to the President of the IPCB, in Portuguese, and may be delivered in person or sent by mail, by registered letter with acknowledgement of receipt, to Pedro Álvares Cabral, n.º 12,6000-084, Castelo Branco, until the end of the deadline set for the presentation of applications, taking into account, in this case, the date of the respective registration.

10.2 - Applications sent by electronic mail will not be accepted.

10.3 - Application for admission

The application for admission must contain the following updated information:

- a) a) Identification of the competition, indicating the number of the announcement and the date of publication in the Diário da República,
- b) Identification of the applicant (full name, date of birth, nationality, identity card/citizen number, tax identification number);
- c) Form of contact - postal address, e-mail address and telephone number;
- d) Identification of the Institution as well as the career and category that you hold, if applicable;

- e) Academic degree and title;
- f) A declaration that meets the general admission requirements referred to in 8.1 of the announcement.

10.4 - Documents

The following documents must accompany the application

- a) A copy of the curriculum vitae on paper and six (6) in electronic format;
- b) Six copies of each of the works mentioned in the curriculum vitae, which must be delivered in digital form;
- c) Submission of a Research Project in digital format in the area in which the competition is open;
- d) A simple photocopy of the document proving that they hold a PhD degree or a specialist title.
- e) Evidence of recognition, equivalence or registration of the doctoral degree, if obtained abroad
- f) Internationally recognized certification of Portuguese language proficiency to a level that allows for teaching in that language if the candidate is not of Portuguese nationality or from a country whose official language is Portuguese.

10.5 - Candidates currently working in the IPCB are exempt from presenting documents that already exist in their individual files, and the fact should be expressly stated in the applications.

10.6 - Failure to present the documents required under the terms of this notice or presenting them after the deadline stipulated determines exclusion from the competition.

10.7 - Failure to present the documents referred to in the curriculum submitted by the candidate shall result in the non-validity of the elements that should prove it.

11 - Notification of candidates

The notification of candidates is processed in accordance with the provisions of Art. 8 of the Regulation for Recruitment and Contracting of Teaching Staff of the IPCB.

12 - Methods of selection

12.1 - The selection method to be used is curricular assessment.

12.2 - In the curricular evaluation, the following components must be weighted

- a) Technical-scientific and professional performance;
- b) Pedagogic capacity;
- c) Performance in other activities relevant to the mission of the Institution;
Research Project.

12.3 - The *curriculum vitae* should highlight the balance between technical-scientific and professional performance, teaching ability and the performance of other activities relevant to the institution's mission, and its suitability for teaching in the disciplinary area for which the competition is open.

12.4 - The *curriculum vitae* shall be organized according to the components under evaluation outlined in item 12.2:

- Technical, scientific and professional performance (TSPP);
- Pedagogical performance (PP);
- Other activities relevant to the mission of the Institution (OARI);
- Research project.

12.5 - The jury may decide to promote public hearings under the terms of paragraph b) of no. 4 of Article 23 of ECPDESP.

13 - Seriation criteria

The seriation criteria for evaluation of the components referred to in the previous number, respective weighting, and parameters to be taken into consideration by the jury are the following:

A. TECHNICAL-SCIENTIFIC AND PROFESSIONAL PERFORMANCE (TSPP)

a) Academic Training (AF) in the competition scientific area (maximum: 45 points):

1. Aggregation (20 points).
2. Doctoral Degree (15 points).
3. Holder of a Specialist Title (10 points).

b) Quality and Dissemination of Research Activity Results in the scientific area of the competition (AI) (maximum: 30 points):

1. Author or co-author of technical-scientific books (10 points/book).
2. Author or co-author of chapters in technical-scientific books (6 points/book).
3. Author or co-author of scientific articles in scientific journals indexed in WoS or Scopus (8 points/article).
4. Author or co-author of scientific articles in scientific journals not indexed in WoS or Scopus (1 point/article).
5. Participation in scientific events:
 - 5.1. Scientific papers in conferences or scientific meetings, published in the respective proceedings, with peer review (3 points/article).

5.2 Oral communications in scientific conferences or meetings, published in the respective proceedings, with peer review (1 point/communication).

5.3 As an invited speaker at scientific events (0,5 points/participation).

5.4. in conferences or scientific meetings without communication (0,25 points/participation).

6. Reviewing articles in scientific journals (1 point/review).

7. Participation in organizing and scientific committees of technical-scientific events (0.5 points/commission).

8. Integrated member of a research centre accredited by the Foundation for Science and Technology (1 point/year).

9. Other activities of diffusion and dissemination of science will be valued (0,25 points/relevant activity).

c) Research Projects and Contracts (RPC) in the scientific area of the competition (maximum: 6 points):

1. Responsible for funded applied research and development projects (4 points/project).

2. Team member in financed research and development projects (2 points/project).

d) Knowledge Transfer (KT) in the scientific area of the competition (maximum: 10 points):

1. Actions contracted or protocols with enterprises or external institutions (4 points/project or protocol).

2. Organizer of conferences, congresses, workshops, lectures or similar (2 points/initiative).

e) Awards, Scholarships, Distinctions and Competitions (ASDC) (maximum: 3 points):

Scientific and academic awards, scholarships and distinctions from scientific societies or public and private entities: international, national, and regional. Awards, scholarships or distinctions of a technical and scientific nature, awarded in national or international competitions by research bodies or organizations, scientific societies or public and private entities of recognized merit will be considered. (1 point/initiative).

f) Relevant professional experience outside academia (PE) (maximum: 10 points) (2 points/year).

B. PEDAGOGICAL PERFORMANCE (PP)

a) Teaching duties in the scientific area of the competition (TD) (maximum: 35 points).

1:

1. experience and quality of pedagogical work in the scientific area in competition.

- 1.1 Teaching experience in higher education (5 points/full academic year).
 - 1.2 Responsibility or coordination of different curricular units taught (2,5 points/CU).
 - 1.3 Number of different curricular units taught (1 point/ CU).
 2. Pedagogical material produced (1 point/unit of pedagogical material).
 3. Other pedagogic activities within the scientific area of the competition (0,5 points/pedagogic activity).
- b) Participation in juries and supervision of theses and projects (maximum: 35 points):
1. Supervision of doctoral theses (2,5 points/ supervision) or completed master's theses (1,5 points/ supervision) in the scientific area of the competition.
 2. Participation in juries of doctoral (2 points/jury), master's or specialist title (1 point/jury), as a jury member, in the scientific area of the competition.
 3. Supervision of completed undergraduate projects or final reports in the scientific area of the competition (1 point/ supervision).
 4. Participation in undergraduate juries, as a jury member, in the scientific area of the competition (0,25 points/jury).
 5. Participation in other juries recognized by the Technical and Scientific Council or the Scientific Council (0,1 point/juries).
- c) Dedication and Quality of Professional Activities related to Teaching (DQPA) (maximum: 35 points):
1. Assessment of teaching performance in the last five years. The surveys or similar instruments of evaluation of teaching performance by the curricular unit will be considered (the average annual evaluation of teaching performance will be considered, using a scale from 1 to 5 points, proportionally applicable to other scales).
 2. Pedagogical refresher courses in the scientific area of the competition (0,1 points/hour).
- C. OTHER ACTIVITIES RELEVANT TO THE INSTITUTION'S MISSION (OARI)**
- a) Exercising Academic Positions and Functions (CFA) (maximum: 100 points):
1. Participation in collegiate bodies (President, Director of an OU, Pedagogical Council; Scientific-Technical Council or Scientific Council; Council of Representatives or equivalent) (5 points/body/year).
 2. Coordination or direction of courses (2 points/year).
 3. Sub-coordination or sub-direction of courses (1 point/year).
 4. Other participations in bodies, committees or structures, with recognition by the Technical Scientific Council/Scientific Council or director/president (0.25 points/participation).

D. RESEARCH PROJECT (RP) (maximum: 24 points):

1. Justification of the theme and objectives of the project (up to 6 points).
2. Characterization of the state-of-the-art (up to 6 points).
3. Description of the project to be developed, including activities to be carried out, methodologies to be applied, and results to be expected (up to 6 points).
4. Organization of the project in terms of implementation phases and realism of the calendarization of activities to be carried out (up to 6 points).

14 - Final classification:

14.1 - The formula to determine the candidates' final classification (FC) will be $FC = 0,4 * TSPP + 0,35 * PP + 0,10 * OARI + 0,15 * RP$.

Technical-scientific and professional performance: 40%.

Pedagogical performance: 35%.

Other activities relevant to the institution's mission: 10%.

Research project: 15%.

14.2 - All results will be presented in two decimal places.

14.3 - In the event of a tie in classification between candidates, the following criteria will be applied successively

- a) Total number, in absolute value, of points obtained.
- b) Total number, in absolute value, of points obtained in the technical-scientific and professional performance (TSPP).
- c) Total number, in absolute value, of points obtained in teaching performance (DP).

14.4 - Candidates who obtain a final mark of less than 50 points will not be considered approved, and candidates who receive a final mark of 50 points or more will be considered successful.

15 - Minutes and other documentation

15.1 - The minutes of the selection board (and other documentation) shall be made available to candidates on request.

15.2 - The documents submitted by candidates shall be returned on request one year after the closing date of this competition unless a court of law has contested the competition.

15.3 - The documents submitted by the candidates shall be destroyed if their return is not requested within a maximum period of one year after the end of the competition.

15.4 - False statements shall be punished in accordance with the law.

16 - Composition of the jury

16.1 - The jury is comprised of the following elements:

President: Luís Manuel do Carmo Farinha, Assistant Professor and Vice-President of the Polytechnic Institute of Castelo Branco.

Effective members

Paulo Manuel Carvalho Tomás, Associate Professor, University of Coimbra;

Paulo Jorge dos Santos Almeida, Coordinating Professor c/ Agregação, Instituto Politécnico de Leiria;

João Emílio Alves, Coordinating Professor, Instituto Politécnico de Portalegre;

Joaquim Gonçalves Antunes, Coordinating Professor, Polytechnic Institute of Viseu

Luís Filipe Marinho Lima Santos, Coordinating Professor, Leiria Polytechnic Institute;

Substitute Members

Maria da Saudade Rodrigues Colaço Baltazar, Associate Professor, University of Évora;

Vítor Manuel Cadete Ambrósio, Coordinating Professor, Estoril Higher Institute of Hotel Management and Tourism.

17. The President of the jury is replaced by the first member in the order in which they are presented in the announcement, in their absences and impediments.

18 - In compliance with paragraph h) of article 9 of the Constitution, the IPCB actively promotes a policy of equal opportunities between men and women in the access to employment and professional progress, scrupulously avoiding any form of discrimination.

19 - This competition will also be advertised on the BEP (Bolsa de Emprego Público), on the Internet site of the Foundation for Science and Technology I. P., in Portuguese and English languages and on the IPCB's Internet site, in Portuguese and English languages, under the terms of article 29-B of ECPDESP.

Castelo Branco, 16 June 2023, the President, António Augusto Cabral Marques
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