

POLYTECHNIC INSTITUTE OF CASTELO BRANCO

Call for applications for a Principal Coordinating Professor in the teaching staff career of polytechnic higher education in the area of CNAEF 620 - Agriculture, Forestry and Fisheries for the Polytechnic Institute of Castelo Branco.

1 – It is hereby made public that, by my order of 1st June 2023, the opening of a call for applications was authorised with a view to filling a post on the IPCB staff map, in the career of teaching staff in polytechnic higher education, in the category of principal coordinating professor, in the area CNAEF 620 - Agriculture, Forestry and Fisheries, for the Polytechnic Institute of Castelo Branco, for a period of 30 working days from the date of publication of this notice in the Diário da República.

2 – Applicable legislation

- i. Decree-Law no. 112/2021 of 14 December;
- ii. Polytechnic Higher Education Teaching Staff Career Statute (ECPDESP), approved by Decree-Law no. 185/81 of 1 July, in its current wording;
- iii. Recruitment and Hiring Regulations for the Career Teaching Staff of the Polytechnic Institute of Castelo Branco, published in the Diário da República, 2nd series, of 15th March 2021;
- iv. Law no. 35/2014 of 20 June and complementary legislation applicable to workers who exercise public functions

3 – Expiry date

This competition is exclusively intended to fill the above-mentioned post and will end when it is filled.

4 – Functional content of the category

The principal coordinating professor is responsible for carrying out the duties set out in Article 9a(1) of the ECPDESP, namely: collaborating with the coordinating professors within the scope of a discipline or scientific area; pedagogical, scientific and technical coordination of teaching and research activities within the scope of a discipline or scientific area; developing intersectoral coordination activities..

5 – Admission requirements

5.1 – General requirements

Candidates who meet the requirements set out in Article 17(c), (d) and (e) of Law 35/2014 of 20 June, as amended, may take part in the competition:

- Not be disqualified from exercising public functions;
- Have the physical strength and mental profile to fulfil the duties;
- Have complied with compulsory immunisation laws.

5.1.1 – The general requirements are evidenced by the following documents:

- a) Criminal record certificate;
- b) Medical certificate attesting to the existence of physical robustness and psychic profile for the exercise of public functions, issued by a doctor in the exercise of his function;
- c) Up-to-date compulsory immunisation record;

5.1.2 – The documents listed in points a), b) and c) may be replaced by a document from the candidate stating his or her situation with regard to the general conditions for admission to the competition.

5.2 – Special requirements

Candidates for the competition are:

- a) professors with an indefinite contract with the Polytechnic Institute of Castelo Branco, even if the respective probationary period has not been completed, and who belong to the staff map for which the competition is open, in accordance with article 3(2) of Decree-Law no. 112/2021, of 14 December.
- b) professors who have held a doctoral degree for more than five years and also hold the title of aggregate or a legally equivalent title, in accordance with article 9a(3) of the Statute for the Career of Teaching Staff in Polytechnic Higher Education, in the area for which the competition is open.

6 – Applications

Applications must be formalised by means of a request addressed to the President of the Polytechnic Institute of Castelo Branco, delivered by hand or sent by registered letter with acknowledgement of receipt, to the Presidency Services of the Polytechnic Institute of Castelo Branco, Av. Pedro Álvares Cabral n.º 12, 6000 -084 Castelo Branco, in which case the date of registration will be taken into account.

6.1 – Applications sent by email will not be accepted.

7 – Elements that must be included in the application form:

7.1 – Identification of the competition you are applying for and of the Official Gazette publishing this notice;

7.2 - Identification of the candidate (full name, address, telephone number and e-mail address), professional category and position(s) currently held, degree and academic qualifications.

8 – Application process:

The application for admission to the competition must be accompanied by the following documents:

- a) Declaration issued by the department proving that the candidate fulfils the legal conditions referred to in point 5.2. a) of this notice;

- b) Documents proving that the candidate fulfils the legal conditions referred to in point 5.2. b) of this notice;
- c) Two copies of the curriculum vitae in digital format (PDF), saved on two data storage devices (two pen-drives). The curriculum vitae must be organised according to the evaluation and classification grid defined by the jury;
- d) Two copies of the works selected by the candidate as most representative of their curriculum vitae, up to a maximum of five works, in digital format (PDF);
- e) Two copies of other diplomas or certificates from the courses mentioned in the curriculum vitae, all in digital format (PDF);
- f) Two copies of the complete list of documentation submitted, indicating the location of the curricular elements of the application;
- g) Candidates with foreign qualifications must provide proof of recognition, equivalence or registration of the doctoral degree, under the terms of the applicable legislation;
- h) Candidates who hold a degree that is legally equivalent to the academic title of aggregate must provide proof that this equivalence has been recognised, under the terms of the applicable legislation.

9 – Exclusion:

9.1 – Failure to submit documents proving the legal requirements under the terms of this notice, or submitting them after the stipulated deadline, will result in exclusion from the procedure..

9.2 – The presentation of a false document will result in immediate exclusion from the competition and notification to the competent authority for criminal prosecution.

10 – Failure to provide proof of the work and activities mentioned in the curriculum vitae submitted by the candidate will result in the elements they should prove not being valued.

11 – Criteria for selecting and ranking candidates

11.1 – Candidates for the competition will be selected using the curricular assessment method, which will be carried out in two stages:

- i) Verification of fulfilment of the absolute merit criteria, in accordance with point 12;
- ii) Ranking obtained from an evaluation and ranking system based on the selection and ranking criteria under the terms of points 13, 14, 15 and 16 of this notice.

12 – Absolute merit

All candidates who cumulatively fulfil the following criteria will be considered successful on absolute merit:

12.1 – The candidate must have obtained a mark of 'excellent' in the performance evaluation of teachers at the Polytechnic Institute of Castelo Branco in two evaluation cycles in the last ten (10) years.

12.2 – Scientific performance

The candidate must fulfil the following indicators:

- i) Author/co-author of at least 6 scientifically or technically refereed publications in the scientific/disciplinary area of the competition in journals indexed in Scopus and/or Web of Science;
- ii) Have coordinated or participated as a researcher in national or international applied research, development or technical projects validated by the Technical-Scientific Council (CTC) of the respective School;
- iii) Have been a member of at least 4 scientific committees or event organisers (conferences, seminars, congresses, concerts, parades or juries), both national and international, relevant to the area of the competition.

12.3 – Pedagogical capacity

The candidate must fulfil the following indicators:

- i) Have taught and been a lecturer (responsible, including drawing up the programme of the UC) in at least 10 semesters of different curricular units relevant to the area of the competition;
- ii) Have supervised at least 10 Bachelor's degree projects, internship reports or Master's degree dissertations or co-supervised PhD theses, all of which have been completed with approval.

12.4 – Performance in other activities relevant to the institution's mission

The candidate must fulfil the following indicator:

- i) Have participated in management bodies at the Polytechnic Institute of Castelo Branco, as well as in the governance of the School or its associated research units, in the coordination of a scientific area, or in the coordination of courses in at least 4 semesters.

13 – Relative merit

The selection and ranking criteria, aimed at assessing the merit of the candidates for the positions to be filled, are those set out in points a), b) and c), to which the indicated weighting has been given:

- a) The candidate's technical-scientific and professional performance, based on an analysis of the work and activities included in the curriculum vitae, namely those that have been selected by the candidate as most representative - weighting of 40 %;
- b) The candidate's pedagogical ability, taking into account, in particular, an analysis of the quality and extent of their previous teaching practice - weighting of 40 %;
- c) Other activities relevant to the mission of the higher education institution that have been carried out by the candidate, namely organisational and management activities - 20 % weighting.

14 – With regard to technical-scientific and professional performance, the following should be considered: research and development projects, scientific production, publications, communications and conferences, at home and abroad, supervision of theses leading to academic degrees, participation in juries of academic examinations, examination of theses leading to academic degrees and activities of a professional nature relevant to the area in which the competition is open.

15 – In terms of teaching ability, the following should be considered: performance evaluation, teaching practice, mastery of the subject areas or curricular units taught, participation in the preparation of programmes, manuals and materials to support teaching activities, supervision of internships, teaching practices, clinical teaching and other activities of the same nature.

16 – As for other activities relevant to the mission of the higher education institution, these should be considered, namely, holding positions as directors and on management bodies, other bodies of the institution and other bodies or structures; coordinating and developing projects or activities of a practical nature, as long as they fall within the area in which the competition is open; coordinating courses and departments and scientific and pedagogical committees.

17 – Final ranking:

The evaluation and final classification system is set out in the minutes of the competition selection board.

18 – The jury's decisions are taken by reasoned roll-call vote, by an absolute majority of the votes of the members present at the meeting, with no abstentions allowed.

19 – At the end of the assessment phase, the selection board draws up a list of unsuccessful candidates and a serialised list of successful candidates.

20 – The lists are communicated to the candidates for the purpose of holding a hearing of interested parties, under the terms of the Code of Administrative Procedure (articles 121 et seq.), and the notification is made within three working days.

21 – Once the hearing of interested parties has taken place, the jury will consider the issues raised within 10 working days.

22 – The deadline for the jury's final decision may not exceed 90 consecutive days from the deadline for submitting applications.

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

24 – All documents submitted by candidates will be destroyed if they are not returned within one year of the end of the competition.

25 – Jury composition:

25.1 – President: António Augusto Cabral Marques Fernandes, President of the Polytechnic Institute of Castelo Branco.

Full members:

José Rafael Marques da Silva, Full Professor, University of Évora;

Ana Isabel Couto Neto da Silva Miranda, Full Professor, University of Aveiro;

Luís Miguel Cortez Mesquita de Brito, Principal Coordinating Professor, Escola Superior Agrária do Instituto Politécnico de Viana do Castelo;

Patrícia Alexandra Dias Brito Palma, Principal Coordinating Professor, Escola Superior Agrária do Instituto Politécnico de Beja;

Albino António Bento, Principal Coordinating Professor, Escola Superior Agrária do Instituto Politécnico de Bragança.

Substitute members:

António Maria Marques Mexia, Full Professor, Instituto Superior de Agronomia da Universidade de Lisboa;

Maria Margarida Branco de Brito Tavares Tomé, Full Professor, Instituto Superior de Agronomia da Universidade de Lisboa.

25.2 – In the event of absence or impediment, the chairman of the jury is replaced by the first member in the order in which they appear on the notice of meeting..

26 – This Notice is published: in the Diário da República, 2nd series and on the IPCB website, at www.ipcb.pt, in Portuguese and English..

27 – In fulfilment of paragraph h) of article 9 of the Constitution, the IPCB actively promotes a policy of equal opportunities for men and women in access to employment and professional advancement, taking scrupulous care to avoid any form of discrimination.