

Call for Applications

Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of associate professor, in the field of Natural Sciences and Teaching of Sciences, Didactics of Sciences.

1. In accordance with the terms of section a) nº 1 of article 6º of the Recruitment and Appointment Regulations for Career Academic Staff of the Polytechnic Institute of Setubal (Instituto Politécnico de Setúbal - IPS), as published in the Diário da República, 2nd series, nº 35, of 18 February 2011, as set out in my dispatch of 4 March 2019, invites applications for the above post within a period of thirty working days from the publication of the present announcement in the Diário da República. The position, which was created but not yet filled within the academic staff of the IPS, is governed by the career structure of the national polytechnic higher education sector at the **associate professor level, in the field of Natural Sciences and Teaching of Sciences, Didactics of Sciences**, and is covered by a public sector employment contract of indeterminate duration.
2. **Location** – School of Education, situated on the Setubal Campus of the Polytechnic Institute of Setubal (Escola Superior de Educação – Instituto Politécnico de Setúbal).
3. **Number of posts to be filled** - 1.
4. **Contract regime** – Public sector employment contract of indeterminate duration, for an initial experimental period of five years according to article 10º-B of Decreto-Lei nº 185/81, of 1 de julho, altered in the Decreto-Lei nº 207/2009, of 31 de agosto, and in the Lei nº 7/2010, of 13 de maio (ECPDESP).
5. **Job description** – The associate professor will carry out functions set out in section 4 article 3º of ECPDESP.
6. **Recruitment requirements** – The following cumulative requirements determine eligibility such that candidates must:
 - a) Satisfy the requirements set out in subsections b) to e) of article 17º of Lei Geral do Trabalho em Funções Públicas (LTFP), approved at Lei nº 35/2014, of 20 June;
 - b) Be the holder of a doctorate or hold the title of specialist, in the specified area, or in an area linked to the area specified in the competition.
7. **Validity of the competition**
 - a) The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.
 - b) The competition can also be terminated by a formally justified decision of the President of the IPS which respects the general principles of Portuguese public administration and the corresponding legal, regulatory and procedural limits.

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8. Application Procedure

- 8.1. Candidates should submit a written application (form A), addressed to the President of the IPS, in Portuguese, this may be delivered personally, or mailed by registered post with confirmation of reception to: Instituto Politécnico de Setúbal, Edifício Sede, Campus do IPS, Estefanilha, 2910-761, Setúbal, Portugal, within the time limit set for presentation of applications.
- 8.2. To be considered for the position, the application (form A) must be accompanied by a simple photocopy of the certificates of qualifications, and by two copies, in digital format (pendrive) containing the following documents:
 - a) Certificates of qualifications, which prove that the candidate meets the requirements outlined in subsection b) of section 6 of this Call for Applications;
 - b) Other degrees, diplomas and certificates of courses listed in the *curriculum vitae*, as well as other documents which facilitate the formation of an opinion on the suitability of candidates to fulfill the job specification requirements of the post;
 - c) Detailed curriculum vitae, dated, signed and organized according to the evaluation grid;
 - d) Works and documents proving the activities mentioned in the curriculum vitae.
- 8.3. Failure to present the work and proof of the activities mentioned in the curriculum vitae presented by the candidate implies not valuing the elements in each of the items of the evaluation grid.
- 8.4. The forms A and B are available in www.ips.pt in the tabs: Serviços Centrais / DRH- Divisão de Recursos Humanos / Pessoal Docente / Procedimentos Concursais / Formulários.
- 8.5. Applications are not accepted by email.
- 8.6. Candidates who are holders of non-Portuguese degrees must certify the recognition, equivalence or registration of their degree under the applicable national legislation.
- 8.7. The candidates are dismissed from presenting the supporting documents of requirements of article 17 of the LTFP, provided that they declare, on their honor, on the application form, the situation in which they are in relation to them.
- 8.8. False declarations are punishable under the law.

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9. Criteria for selection and ordering of candidates – The criteria for selection and ordering, and associated points, are set out in the table attached to this call for applications.

10. Evaluation and Selection

- a) Each member of the jury values for each candidate, each criterion, considering the maximum points defined in the table, with written reasons.
- b) Each member of the jury ranks the candidates, and to obtain the ranking of the candidates, each member of the jury will vote based on their individually ranking, and will be considered the majority vote.
- c) The final grade, with the final quantitative classifications of each candidate, is expressed on a numerical scale of 0 to 100 which results from the simple average of the sum of the scores obtained for each criteria, by each member of the jury. For these purposes, candidates who obtain a final classification equal to, or above 50 points will be considered to be approved in absolute merit.
- d) If the score calculated in the previous point does not respect the final ranking obtained, the evaluation and classification of the candidates in question shall be carried out, on the basis of the grid, on a joint and consensual basis between the members of the jury.

11. Complementary information to the Evaluation and Selection process.

- 11.1.** The final approved ordering list will be notified to candidates by e-mail with notification of delivery receipt, registered letter or in person and published in the web site at www.ips.pt
- 11.2.** The minutes of the jury will be made available to applicants on request.
- 11.3.** The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.
- 11.4.** The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.

12. The composition of the jury, is as follows:

President

Maria de Fátima Pista Calado Mendes, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal, named as President of the Jury under paragraph a) of nº 1 of Article 23º of ECPDESP.

Vogais

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António José Correia de Almeida, Coordinator Professor of the School of Education of Lisboa, of Polytechnic Institute of Lisboa;

Cecília Galvão Couto, Full Professor of the Education Institute, of University of Lisboa;

Isabel Sofia Godinho da Silva Rebelo, Coordinator Professor of the School of Education and Social Sciences, of Polytechnic Institute of Leiria;

Maria Helena Figueiredo de Ramos Caria, Coordinator Professor of the School of Health, of Polytechnic Institute of Setúbal.

Nilza Maria Vilhena Nunes da Costa, Retired Full Professor of University of Aveiro;

13. Equal opportunities - In compliance with section h) of article 9º of the Portuguese Constitution, the public administration, as employer, actively promotes a policy of equal opportunities between men and women in access to employment and career development, taking care to avoid any form of discrimination.

14. The present notice is published in the following:

- a) Na In The 2nd series of the Diário da República;
- b) In the Public Employment Exchange, in www.bep.gov.pt, on the 1st working day following its publication in Diário da República;
- c) On the internet site of the Foundation for Science and Technology, IP in www.eracareers.pt in Portuguese and English;
- d) On the IPS website at www.ips.pt in Portuguese and English.

Polytechnic Institute of Setúbal, July 22, 2019

The President

Prof. Doutor Pedro Dominginhos

Attachment

Criteria for selection and ordering of candidates

A - Technical-Scientific and Professional Performance – 45% - 45 points in a 0 to 100 scale)		
	Technical and scientific production	
A.1	Books, chapters of books, articles in magazines, conference communications, publications in scientific events and/or others considered relevant in the area	15 points a)
	Participation in research/intervention projects related to the area	
A.2	Coordinator, team member or participant in scientific projects	8 points b)

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A.3	Orientation of theses/dissertations/reports of academic degree and/or professional qualification in the area	
	Orientation or coorientation of theses/dissertations/reports of academic degree and/or professional qualification in the area	8 points c)
A.4	Intervention in scientific and professional communities	
	Organization of events, journals (co)editing, review of journals articles, presentation of communications and lectures in congresses, participation in academic competition juries, examiner of theses and dissertations leading to academic degree, consulting activities and other activities of recognized scientific-professional merit.	14 points d)
Partial Total (dimension A) = $\sum (A1+A2+A3+A4)$		45 Points
B – Pedagogical Domain – 40% - (40 points in a 0 to 100 scale)		
B.1	Experience of teaching in higher education institutions	
	Years of effective teaching in Higher Education	6 points e)
B.2	Curricular Units taught 1st and 2nd graduate programs	
	Number and diversity of Curricular Units/subjects/modules taught in the area	6 points f)
B.3	Coordination/responsibility of Curricular Units in the 1st and 2nd graduate programs	
	Number and diversity of Curricular Units/subjects/modules taught in the area	5 points g)
B.4	Coordination and promotion of new courses or study programs	
	Participation in the elaboration of new courses curricular unit programs or pedagogical projects and participation in the reformulation of programs of existing curricular units	5 points h)
B.5	Elaboration or participation in the elaboration of manuals and other teaching support materials	6 points i)
B.6	Participation in exam juries and organization of exams	3 points j)
B.7	Other pedagogical activities	
	Orientation and supervision of traineeships, pedagogical activities and others of the some type	l)
	Coordination and participation as a trainer in teacher training activities	m)
	Coordination and participation in other pedagogical activities	
Partial Total (dimension B) = $\sum (B1+B2+B3+B4+B5+B6+B7)$		40 Points
C – Other relevant activities for the IPS mission – 15% (15 points in a 0 to 100 scale)		
C.1	Positions or participation in academic bodies and/or in others	
	Participation in academic bodies or participation in pedagogical/scientific committees	3 points n)
C.2	Coordinator/Head of courses	3 points o)
C.3	Participation in international mobility program	3 points p)
C.4	Exercise of positions or participation in activities related to the community and cooperation with other regional, national or international institutions	3 points q)
C.5	Coordination, execution and development of projects or activities within the socio-professional environment in which the candidate is integrated, with prominence in the teacher training, since related to the area	3 points r)
Partial Total (dimension C) = $\sum (C1+C2+C3+C4+C5)$		15 Points
GLOBAL TOTAL = $\sum (A+B+C)$		100 Points
Comments:		
Note 1: In each of the items will be considered for evaluation only the curriculum elements proven by documentation delivered in the application.		
Note 2: The Curriculum Vitae must be organized, according to the items of the curriculum evaluation.		
A	Technical-Scientific and Professional Performance	
a)	The maximum score can only be obtained if the candidate have three of the four types of publications mentioned, in the subarea of Didactics of Sciences (Biology/Geology), preferably in indexed and relevant journals.	

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b)	The maximum score can only be obtained if the candidate has been coordinator of a research project with external financing, in the subarea of Didactics of Sciences (Biology/Geology)
c)	The maximum score can only be obtained if the candidate has at least three completed orientation in the subarea of Didactics of Sciences (Biology/Geology)
d)	The maximum score can only be obtained if the candidate has had intervention in scientific and professional communities in the subarea of Didactics of Sciences (Biology/Geology) in at least three different types of intervention activities.
B	Pedagogical Domain
e)	The maximum score can only be obtained if the candidate has had at least 3 years teaching in Higher Education in the subarea of Didactics of Sciences (Biology/Geology)
f)	The maximum score can only be obtained if the candidate has taught more than three Curricular Units/subjects/modules in the subarea of Didactics of Sciences (Biology/Geology)
g)	The maximum score can only be obtained if the candidate has been responsible for drawing, at least, two curricular unit programs in the subarea of Didactics of Sciences (Biology/Geology)
h)	The maximum score can only be obtained if the candidate has participated, at least, in one new course or study program
i)	The maximum score can only be obtained if the candidate has participated in the elaboration of, at least, one manual or in two different teaching support materials
j)	The maximum score can only be obtained if the candidate has participated, at least, in two exam juries or organization of two exams
l)	The maximum score can only be obtained if the candidate has been responsible for guidance and supervision, at least, of three traineeships in the subarea of Didactics of Sciences (Biology/Geology)
m)	The maximum score can only be obtained if the candidate have participated, at least, in six teacher training, in the subarea of Didactics of Sciences (Biology/Geology)
C	Other activities relevant for IPS mission
n)	The maximum score can only be obtained if the candidate has been, at least, in two positions and/or management activities
o)	The maximum score can only be obtained if the candidate has coordinated, at least, two courses related to Education
p)	The maximum score can only be obtained if the candidate has participated, at least, in two international mobility programs in foreign institutions
q)	The maximum score can only be obtained if the candidate has participated, at least, in two activities related to the community and cooperation with institutions related to the area
r)	The maximum score can only be obtained if the candidate has participated, at least, in two teacher training projects or activities in the subarea of Didactics of Sciences (Biology/Geology)