

### 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 Pedagogy, Childhood Education.**

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, 2<sup>nd</sup> series, nº 35, of 18 February 2011, as set out in my dispatch of 28 November 2018, 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 Pedagogy, Childhood Education**, 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.

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- 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.

#### 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](http://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.

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**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.

**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](http://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.

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

**President**

**Cristina Maria Gomes da Silva**, Adjunto Professor and Diretor 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**

**Ana Luísa Rebelo de Oliveira Pires**, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal;

**Fernando Ilídio da Silva Ferreira**, Associate Professor at University of Minho;

**Jorge Manuel Bento Pinto**, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal;

**Maria Gabriela Correia de Castro Portugal**, Associate Professor at University of Minho;

**Maria João Cardona Correia Antunes**, Coordinator Professor of the School of Education of Santarém, of Polytechnic Institute of Santarém.

**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 2<sup>nd</sup> series of the Diário da República;
- b) In the Public Employment Exchange, in [www.bep.gov.pt](http://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](http://www.eracareers.pt) in Portuguese and English;
- d) On the IPS website at [www.ips.pt](http://www.ips.pt) in Portuguese and English.

Polytechnic Institute of Setúbal, July 3, 2019

The President

Prof. Doutor Pedro Dominginhos

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### Attachment

### Criteria for selection and ordering of candidates

<b>A - Technical-Scientific and Professional Performance – 45% - 45 points in a 0 to 100 scale)</b>		
<b>A.1</b>	<b>Technical and scientific production</b>	<b>20 points (max.)</b>
	Books, chapters of books, articles in magazines, publications in scientific events and/or others considered relevant in the professional context	15 points (max.) a)
	Presentations in scientific events as a invited lecturer/participant	5 points (max.) b)
<b>A.2</b>	<b>Participation in research/intervention projects related to the subarea of Childhood Education</b>	<b>5 points (max.)</b>
	As a team member: coordinator, responsible, participant	5 points (max.) c)
<b>A.3</b>	<b>Orientation or co-orientation of theses / dissertations / reports of academic degree and / or professional qualification in the subarea of Childhood Education (completed theses)</b>	<b>5 points (max.) d)</b>
<b>A.4</b>	<b>Intervention in scientific and professional communities in the subarea of Childhood Education</b>	<b>15 points (max.)</b>
	Organization of technical-scientific events	3 points (max.) e)
	Journals coediting; review of journals articles	2 points (max.) f)
	Participation in academic competition juries; Examiner of theses and dissertations leading to academic degree	4 points (max.) g)
	Consulting activities and other activities of recognized scientific-professional merit (including professional experience in childhood activities)	6 points (max.) h)
<b>Partial Total (dimension A) = <math>\sum (A1+A2+A3+A4)</math></b>		<b>45 Points (max.)</b>
<b>B – Pedagogical Domain – 40% - (40 points in a 0 to 100 scale)</b>		
<b>B.1</b>	<b>Experience of teaching in higher education institutions</b>	<b>15 points (max.)</b>
	Years of effective teaching in Higher Education in the area of Childhood Education	15 points (max.) i)
<b>B.2</b>	<b>Curricular Units taught 1st and 2nd graduate programs</b>	<b>5 points (max.)</b>
	Number and diversity of Curricular Units/subjects/modules taught in the subarea of Childhood Education	5 points (max.) j)
<b>B.3</b>	<b>Coordination/responsibility of Curricular Units in the 1st and 2nd graduate programs</b>	<b>5 points (max.)</b>
	Number and diversity of Curricular Units/subjects/modules taught in the subarea of Childhood Education	5 points (max.) k)
<b>B.4</b>	<b>Coordination and promotion of new courses or study programs</b>	<b>5 points (max.)</b>
	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 (max.) l)
<b>B.5</b>	<b>Elaboration or participation in the elaboration of manuals and other teaching support materials</b>	<b>3 points (max.) m)</b>
<b>B.6</b>	<b>Participation in exam juries and organization of exams</b>	<b>2 points (max.) n)</b>
<b>B.7</b>	<b>Other Pedagogical activities</b>	<b>5 points (max.)</b>
	Orientation and supervision of traineeships, pedagogical activities and others of the some type	5 points (max.) o)
<b>Partial Total (dimension B) = <math>\sum (B1+B2+B3+B4+B5+B6+B7)</math></b>		<b>40 Points (max)</b>
<b>C – Other relevant activities for the IPS mission – 15% (15 points in a 0 to 100 scale)</b>		
<b>C.1</b>	<b>Participation in academic bodies and/or in others</b>	<b>3 points (max.) p)</b>
<b>C.2</b>	<b>Coordinator/Head of courses</b>	<b>3 points (max.) q)</b>
<b>C.3</b>	<b>Participation in international mobility program</b>	<b>2 points (max.) r)</b>

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C.4	Exercise of positions or participation in activities related to the community and cooperation with other regional, national or international institutions	3 points (max.) s
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 of Pedagogy, subarea of Childhood Education	4 points (max.) t
<b>Partial Total (dimension C) = <math>\sum (C1+C2+C3+C4+C5)</math></b>		<b>15 Points (max.)</b>
<b>GLOBAL TOTAL = <math>\sum (A+B+C)</math></b>		<b>100 Points (max.)</b>
<b>Comments:</b>		
<b>A</b>	<b>Technical-Scientific and Professional Performance</b>	
a)	The maximum score can only be obtained if the candidate are author of publications in books and/or if the candidate are author of books and journal article	
b)	The maximum score can only be obtained if the candidate has been a invited lecturer	
c)	The maximum score can only be obtained if the candidate has been integrated in a research project team with external financing	
d)	The maximum score can only be obtained if the candidate has at least five completed orientation	
e)	The maximum score can only be obtained if the candidate has organized, at least, two events (scientific commission/ organizing committee)	
f)	The maximum score can only be obtained if the candidate has been coeditor of, at least, one journal and has review, at least, one article	
g)	The maximum score can only be obtained if the candidate has participated, at least, in five juries	
h)	The maximum score can only be obtained if the candidate has participated, at least, in one consulting activity and in three activities of recognized scientific-professional merit	
<b>B</b>	<b>Pedagogical Domain</b>	
i)	The maximum score can only be obtained if the candidate has had at least 5 years teaching in Higher Education	
j)	The maximum score can only be obtained if the candidate has taught more than four Curricular Units/subjects/modules in the subarea of Childhood Education	
k)	The maximum score can only be obtained if the candidate has been responsible for drawing, at least, three curricular unit programs	
l)	The maximum score can only be obtained if the candidate has participated, at least, in two curricular unit programs	
m)	The maximum score can only be obtained if the candidate has participated in the elaboration of, at least, two manuals and other teaching support materials	
n)	The maximum score can only be obtained if the candidate has integrated, at least, two juries	
o)	The maximum score can only be obtained if the candidate has been responsible for guidance and supervision, at least, of five traineeships	
<b>C</b>	<b>Other activities relevant for IPS mission</b>	

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p)	The maximum score can only be obtained if the candidate has been, at least, in two positions
q)	The maximum score can only be obtained if the candidate has coordinated, at least, two courses
r)	The maximum score can only be obtained if the candidate has participated, at least, in two international mobility programs
s)	The maximum score can only be obtained if the candidate has one international positions or participation in activities related to the community and cooperation with institutions
t)	The maximum score can only be obtained if the candidate have coordinated or have participated, at least, in five teacher training, in the area of Pedagogy, subarea of Childhood Education