

**Notice  
Call for Applications**

**Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of adjunct professor, in the field of Control and Processes (CP\_ESTS), disciplinary group of Biology and Marine Ecology, in the form of an employment contract in public functions for an indefinite period, to perform functions in School of Technology of Setúbal the Setúbal Polytechnic Institute.**

1. Under 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 11/10/2023, 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 adjunct professor level, in the field of Control and Processes (CP\_ESTS), disciplinary group of Biology and Marine Ecology and is covered by a public sector employment contract of indeterminate duration.
2. Location – School of Technology of Setúbal, situated on the Setubal Campus of the Polytechnic Institute of Setubal (Escola Superior de Tecnologia de Setúbal – 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 Decree-Law nº 185/81, of 1 July, amended by Decree-Law nº 207/2009, of August 31st and Law nº 7/2010, of May 13th, which approved the Career Statute for Teaching Personnel in Polytechnic Higher Education (ECPDESP).
5. Job description – The adjunct 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.

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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.
8. Application form:
  - 8.1. Applications must be formalized by filling in the standard application form (form A), in paper form, written in Portuguese, available on the IPS website at:  
[https://www.si.ips.pt/ips\\_si/conteudos\\_geral.conteudos\\_ver?pct\\_pag\\_id=30809&pct\\_parametros=p\\_pagina=30809&pct\\_disciplina=&pct\\_grupo=672](https://www.si.ips.pt/ips_si/conteudos_geral.conteudos_ver?pct_pag_id=30809&pct_parametros=p_pagina=30809&pct_disciplina=&pct_grupo=672)
  - 8.2. The application (form A) must be accompanied by a simple photocopy of the qualification certificates, as proof that the candidate meets the application requirements referred to in paragraph 6 of this notice.
  - 8.3. When formalizing the application (form A), must also be accompanied by two copies, in digital format (pendrive) containing the following documents:
    - a) Qualification certificates, proof that the candidate meets the requirements referred to in paragraph 6 of this notice;
    - b) Other diplomas or certificates of the courses referred to in the curriculum vitae, as well as other documents that facilitate the formation of a judgment on the aptitudes of the candidates for the exercise of the functional content of the category of associated professor;
    - c) Detailed curriculum vitae, obligatorily organized in accordance with the assessment grid, and without containing personal data of a confidential nature (namely affiliation, marital status, residence address, and email contacts, cell phone/telephone number),

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under penalty of non-valuation of the elements in each of the items in the evaluation grid;

- d) Work and evidence of the activities mentioned in the *curriculum vitae*, organized according to the assessment grid, including appropriate links from the items mentioned in the *curriculum vitae* to the corresponding documents;
- e) Self-assessment grid completed and organized identically to the competition assessment grid.

8.4. The self-assessment grid is available at:

[https://www.si.ips.pt/ips\\_si/conteudos\\_geral.conteudos\\_ver?pct\\_pag\\_id=30809&pct\\_parametros=p\\_pagina=30809&pct\\_disciplina=&pct\\_grupo=672](https://www.si.ips.pt/ips_si/conteudos_geral.conteudos_ver?pct_pag_id=30809&pct_parametros=p_pagina=30809&pct_disciplina=&pct_grupo=672)

8.5. Applications must be submitted, in a closed envelope, with the proper identification of the candidate's name, the notice number published in Diário da República and the BEP offer code, in one of the following ways:

- a) By registered mail, with acknowledgment of receipt, addressed to the President of IPS, to: Serviço de Recrutamento e Seleção da Divisão de Gestão de Pessoas do Instituto Politécnico de Setúbal, Edifício da Escola Superior de Tecnologia, Campus do IPS, Estefanilha, 2910-761, Setúbal, until the deadline for submitting applications, valid for the date affixed to the registration as the date of dispatch, for the purpose of meeting the respective deadline;
- b) Delivered personally to the Human Resources Department of IPS, until the deadline for submitting applications;
- c) Completed self-assessment grid, in which for each parameter of the assessment grid, candidates must indicate how many elements of their CV fit that specific parameter.

8.6. In order to promote the most appropriate classification of curricular elements, candidates must, obligatorily, organize their *curriculum vitae* in accordance with the

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evaluation grid approved by the respective competition jury, under penalty of non-valuation of the elements in each of the grid items assessment, as well as presenting the documents on the *pendrives* in accordance with that same organization, with the appropriate hyperlinks from the items mentioned in the *CV* to the respective documents. Candidates must also submit a self-assessment grid completed and organized identically to the competition assessment grid.

- 8.7. Failure to present the works and proof of activities mentioned in the *curriculum vitae* submitted by the candidate implies the non-valuation of the elements in each of the items of the evaluation grid.
- 8.8. Applications sent by email are not accepted.
- 8.9. Candidates with foreign qualifications must prove their recognition, equivalence or registration of a doctoral degree, under the terms of the applicable legislation, obtained up to the deadline for the submission of applications to this competition.
- 8.10. False statements will be punished under the law.

9. Selection and ranking criteria:

Each member of the jury individually assigns each candidate a quantitative classification in each criterion, considering the evaluation grid where the maximum scores to be attributed to each criterion were defined. In the event of a tie between candidates, the saturations in all dimensions are removed, with the relative position of the tied candidates being determined by the classification now obtained.

The provisional ranking list includes the final classifications of each candidate, on a scale of 0 to 100 points, calculated by the simple average of the scores given by each member of the jury. Those who achieve a final classification equal to or greater than 50 points are considered approved on absolute merit.

The final ordering is determined by successive votes by jury members for each position on the list, with justification for the vote based on the individual classification of each member. In case of a tie, the same tiebreaker methodology described above is used. If the final ranking

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does not coincide with the provisional list, the candidates in question are re-evaluated and classified jointly and consensually by the members of the jury, with based on the evaluation grid.

10. Evaluation grid:

Criteria		Weighting		
<b>1. Technical-Scientific and Professional Performance with relevance to the disciplinary group of Marine Biology and Ecology</b>		<b>50%</b>	Score for each element > 5 years.	Score for each element < =5 years.
<b>1.1 Research and Development Projects (Max. 100 points)</b>		<b>12%</b>		
a)	Responsible for a project with external evaluation and financing (e.g. FCT, European project)		up to 4	up to 8
b)	Responsible for other projects with internal financing		up to 1.5	up to 3
c)	Project collaborator with external evaluation and financing (e.g. FCT, European project)		up to 2	up to 4
d)	Collaborator on other projects with internal funding		up to 1	up to 2
<b>1.2 Scientific publications and patents (Max. 100 points)</b>		<b>13%</b>		
a)	Author or co-author of a book		up to 2.5	up to 5
b)	Author or co-author of a book chapter		up to 1	up to 2
c)	Publication of an article in an international scientific journal indexed in Web of Science, Scopus or equivalent, Q1		up to 2	up to 4
d)	Publication of an article in an international scientific journal indexed in the ISI or equivalent, Q2		up to 1	up to 2
e)	Publication of an article in an international scientific journal indexed in the ISI or equivalent, Q3		up to 0.5	up to 1
f)	Publication of a technical-scientific article in the proceedings of an international conference with arbitration		up to 0.5	up to 1

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g)	Publication of a technical-scientific article in the proceedings of a national conference with arbitration		up to 0.25	up to 0.5
h)	Registered international patent		up to 2	up to 4
i)	National patent not registered internationally		up to 0.5	up to 1
<b>1.3 Communications at scientific events (Max. 100 points)</b>		<b>7%</b>		
a)	Communication at an international scientific event (oral or poster)		up to 0.5	up to 1
b)	Communication at a national scientific event (oral or poster)		up to 0.25	up to 0.5
<b>1.4 Technical-scientific organization (Max. 100 points)</b>		<b>5%</b>		
a)	Integrated member of scientific unit/group funded by FCT/year		up to 0.5	up to 1
b)	Review of article in international magazine/article		up to 0.5	up to 1
c)	Member of scientific committee of international technical-scientific congress/seminar		up to 1	up to 2
d)	Member of scientific committee of national technical-scientific congress/seminar		up to 0.5	up to 1
e)	Member of organizing committee of international technical-scientific congress/seminar		up to 1	up to 2
f)	Member of organizing committee of national technical-scientific congress/seminar		up to 0.5	up to 1
g)	Evaluator of national and international externally funded projects/project		up to 1	up to 2
<b>1.5 Supervision/co-supervision of theses/dissertations/reports leading to an academic degree (Max. 100 points)</b>		<b>7%</b>		

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a)	Supervision or Co-supervision of Doctoral Thesis (completed)		up to 5	to 10
b)	Supervision or Co-supervision of Master's Dissertation/Project/Internship (completed)		up to 3	up to 6
<b>1.6 Participation in academic exam juries (Max. 100 points)</b>		<b>4%</b>		
a)	Doctoral Thesis Defender		up to 3	up to 6
b)	Master's Dissertation/Project/Internship Defender		up to 2	up to 4
c)	Expert Evidence Arguer		up to 2	up to 4
d)	Member of the PhD Jury		up to 2	up to 4
e)	Member of the Master's Dissertation/Project/Internship Jury		up to 1	up to 2
f)	Member of the Specialist Test Jury		up to 1	up to 2
<b>1.7 Activities of a professional nature with relevance to the disciplinary group (Max. 100 points)</b>		<b>two%</b>		
a)	Provision of services abroad, study/project or opinion prepared, with external financing		up to 3	up to 6
<b>2. Pedagogical capacity with relevance to the disciplinary group of Marine Biology and Ecology</b>		<b>40%</b>		
<b>2.1 Teaching (Max. 100 points)</b>		<b>25%</b>		
a)	Teaching experience in higher education (polytechnic or university) / semester		up to 4	up to 4
b)	Curricular unit taught in the different area/UC		up to 5	up to 5
c)	Responsible for the Curricular Unit in the area		up to 5	up to 5
d)	Preparation of pedagogical material to support teaching that covers at least 50% of the UC material		up to 5	up to 5
<b>2.3 Other educational activities (Max. 100 points)</b>		<b>15%</b>		

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a)	Orientation or Co-orientation of students in Degree Project/Internship or in mobility programs		up to 2	up to 2
b)	Orientation or Co-orientation of students in CTeSP Project/Internship		up to 1	up to 1
c)	Member of the Degree Project/Internship Jury or CTeSP		up to 1	up to 1
d)	Trainer or Trainee of pedagogical training course/course (up to 8h)		up to 1	up to 1
e)	Trainer or Trainee of pedagogical training course/course (more than 8 hours)		up to 2	up to 2
f)	Training course trainer in the technical-scientific area of the competition (up to 8h)		up to 1	up to 1
g)	Training course trainer in the technical-scientific area of the competition (more than 8 hours)		up to 2	up to 2
h)	Organization of an educational event, involving students/publishing		up to 1	up to 1
<b>3. Other activities relevant to the IPS mission</b>		<b>10%</b>		
<b>3.1 Administrative management and participation in collegiate bodies (Max. 100 points)</b>		<b>6%</b>		
a)	Effective member of statutory bodies by election and other positions by appointment, per semester		up to 3	up to 3
b)	Course Coordination (CET, CTeSP, Bachelor's Degree, Master's Degree, Postgraduate Degree), in the area of the competition, or department coordination, per semester.		up to 3	up to 3
c)	Participation in juries of local access competitions, accreditations, M23 tests.		up to 2	up to 2
d)	Participation in the Evaluation/Restructuring/Course Proposal Committee (CET, CTeSP, Bachelor's Degree, Master's Degree, Postgraduate Degree).		up to 4	up to 4

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<b>3.2 Participation in community relations activities relevant to the disciplinary group (Max. 100 points)</b>		<b>4%</b>		
a)	Participation in community relations or scientific or institutional outreach activities		up to 1	up to 1
b)	Participation in an international mobility program as a teacher (Ex: Erasmus) or researcher		up to 1	up to 1
c)	Other activities considered relevant (e.g. Prizes)		up to 3	up to 3
<b>TOTAL</b>		<b>100%</b>		

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.

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

**President**

Victor Manuel Esteves Antunes, Coordinating Professor of the School of Technology of Setúbal, of the Setúbal Polytechnic Institute, appointed under paragraph a) of paragraph 1 of article 23º of the ECPDESP.

**Members of the jury**

Ana Margarida Paulino Violante Pombo, Coordinating Professor at the Higher School of Tourism and Sea Technology at the Polytechnic Institute of Leiria;

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Carla Alexandra Gamelas Albuquerque Pinto Reis, Coordinating Professor at the School of Technology of Setúbal, of the Polytechnic Institute of Setúbal;

Mário Emanuel Campos de Sousa Diniz, Associate Professor at the Faculty of Science and Technology at Universidade Nova de Lisboa;

Pedro Miguel Alfaia Barcia Ré, Full Professor at the Faculty of Sciences of the University of Lisbon;

Pedro Miguel Raposo de Almeida, Full Professor at the School of Science and Technology at the University of Évora.

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) 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 <https://euraxess.ec.europa.eu> in English;
  - d) On the IPS website at <https://www.ips.pt/ips> in Portuguese and English;

Polytechnic Institute of Setúbal,

The President,