

## Call for Applications

### Applications are invited for a qualification-based competition for the position of Coordinator Professor

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 12 June 2015, 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 **coordinator professor level, in the field of Social Sciences, Contemporary History and 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, according to article 10º 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 coordinator professor will carry out functions set out in section 5 article 3º of ECPDESP.
6. **Recruitment requirements** – The following cumulative requirements determine eligibility such that candidates must:
  - 6.1. 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;
  - 6.2. Be the holder of a doctorate or hold the title of specialist, obtained for more than five years, in the specified area, or in an area linked to the area specified in the competition.
7. **Validity of the competition**
  - 7.1. The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.

**7.2.** 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 include all of the following:

- a) Simple photocopies of the documents which prove that the candidate meets the requirements outlined in subsection b) of section 6 of this Call for Applications;
- b) Simple photocopies of 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) Seven copies, supplied in digital format (*cd/dvd/pendrive*), of the following documents:
  - i. detailed *curriculum vitae*;
  - ii. works referred to in the *curriculum vitae*;
  - iii. Form B fully completed, setting out the location of the curricular elements in the application.

**9.** Candidates who are holders of non-Portuguese degrees must certify the recognition, equivalence or registration of their degree under the applicable national legislation.

**10.** he 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.

**11.** Applications are not accepted by email.

**12. 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.

**13. Evaluation and Selection**

- 13.1.** Each member of the jury values for each candidate, each criterion, considering the points defined in the table.
- 13.2.** To obtain the ranking of the candidates in each criteria, the jury must vote nominally and will be considered the majority vote.
- 13.3.** The final grade is expressed on a numerical scale of 0 to 100 which results from the sum of the scores obtained for each criteria.
- 13.4.** Candidates who obtain a final classification equal to, or above 50 points will be considered to be approved in absolute merit.
- 14.** 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).
- 15.** The minutes of the jury will be made available to applicants on request.
- 16.** The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.
- 17.** The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.
- 18.** False declarations are punishable under the law.
- 19.** The composition of the jury is as follows:

**President**

**Jorge Manuel Bento Pinto**, Coordinator Professor, President of Scientific-Technical Council of the School of Education of Polytechnic Institute of Setúbal.

**Vogais**

**Fernando José Mendes Rosas**, Full Professor at the Faculty of Social Sciences and Humanities of New University of Lisboa;

**Luís Alberto Marques Alves**, Associate Professor with Aggregation at University of Porto;

**Luís Aristides Ramalhete Vidigal**, Coordinator Professor of the School of Education of Polytechnic Institute of Santarém;

**Luís Manuel Teixeira de Souta**, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal;

**Maria Helena do Nascimento Rego Pereira Trindade Lopes**, Full Professor at Faculty of Social Sciences and Humanities of New University of Lisboa.

- 19.1.** The nomination of Professor Jorge Manuel Bento Pinto as President of the Jury is made under paragraph a) of nº 1 of Article 23º of ECPDESP.
- 20.** 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.
- 21. The present notice is published in the following:**
- 21.1.** Na In The 2<sup>nd</sup> series of the Diário da República;
- 21.2.** 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;
- 21.3.** On the internet site of the Foundation for Science and Technology, IP in [www.eracareers.pt](http://www.eracareers.pt) in Portuguese and English;
- 21.4.** On the IPS website at [www.ips.pt](http://www.ips.pt) in Portuguese and English.

Setúbal, October 30, 2015

The President

Prof. Doutor Pedro Dominginhos

**Attachment**

**Criteria for selection and ordering of candidates for the position of Professor Coordinator – Disciplinary Area of Social Science-Contemporary History and Education History (ESE/IPS)**

| <b>A - Technical-Scientific and Professional Performance – 40% - 40 points in a 0 to 100 scale)</b> |   |                  |        |          |
|---|---|------------------|--------|----------|
| <b>A.1</b>  | <b>Scientific Publications in the Scientific Area</b>   | 12 Points (max.) | Points | a)       |
|   | Books, Book chapters, papers and conference proceedings   |                  |        |          |
| <b>A.2</b>  | <b>Presentations in Scientific Events</b>   | 8 Points (max.)  |        | b)       |
|   | As keynote speaker, as participant  |                  |        |          |
| <b>A.3</b>  | <b>Supervision/coordination of theses and dissertations leading to an academic degrees and/or professional qualification</b>  | 6 Points (max.)  |        | c)       |
|   | On going and concluded theses   |                  |        |          |
| <b>A.4</b>  | <b>Participation in academic juries</b>   | 4 Points (max.)  |        | d)       |
|   | As examiner, member, president  |                  |        |          |
| <b>A.5</b>  | <b>Participation in scientific research projects</b>  | 6 Points (max.)  |        |          |
|   | As coordinator, as member   |                  |        |          |
| <b>A.6</b>  | <b>Organization of Publications and Scientific Events</b>   | 4 Points (max.)  |        |          |
|   | As editor, as commission member   |                  |        |          |
| <b>Partial Total (dimension A) = <math>\sum (A1+A2+A3+A4+A5+A6)</math></b>                          |   | 40 Points (max.) |        |          |
| <b>B – Pedagogical Domain – 40% - (40 points in a 0 to 100 scale)</b>                               |   |                  |        |          |
| <b>B.1</b>  | <b>Experience of teaching in higher/or not education institutions</b>   | 8 Points (max.)  |        | e)       |
|   | Actual teaching experience in higher education in the disciplinary area of the call and in the non-higher education   |                  |        |          |
| <b>B.2</b>  | <b>Coordination/responsibility of Curricular Units</b>  | 8 Points (max.)  |        | f)       |
|   | CU number in 1 <sup>st</sup> and 2 <sup>nd</sup> study cycle  |                  |        |          |
| <b>B.3</b>  | <b>Curricular Units Development</b>   | 8 Points (max.)  |        | g)<br>g) |
|   | Program construction of Curricular Units, participation in Program development and redesign of existing Programs of Curricular Units (in 1 <sup>st</sup> and 2 <sup>nd</sup> study cycle) |                  |        |          |
| <b>B.4</b>  | <b>Other Pedagogical activities</b>   | 8 Points (max.)  |        |          |
|   | Preparation of teaching resources   |                  |        |          |
| <b>B.5</b>  | <b>Pedagogical coordination, training and assessment activities</b>   | 8 Points (max.)  |        |          |

|  |  |                          |  |    |
|--|--|--------------------------|--|----|
|  | Coordination and participation as trainer in training initiatives in the call scientific area and/or working groups and other related pedagogical activities                           |                          |  | h) |
| <b>Partial Total (dimension B) = <math>\sum (B1+B2+B3+B4+B5)</math></b>                    |  | <b>40 Points (max)</b>   |  |    |
| <b>C – Other activities relevant for IPS mission – 20% (20 points in a 0 to 100 scale)</b> |  |                          |  |    |
| <b>C.1</b>   | <b>Holding positions in management and academic bodies</b>   | 6 Points                 |  |    |
|  | Holding position in management and other bodies/ /structures in higher education institutions, participation in institutional work groups/commissions, affiliation to research centres |                          |  |    |
| <b>C.2</b>   | <b>Participation in interaction activities with the community and with relevance for the history disciplinary area</b>   | 8 Points                 |  |    |
| <b>C.3</b>   | <b>Participation in national and international teacher education projects</b>  | 6 Points                 |  |    |
| <b>Partial Total (dimension C) = <math>\sum (C1+C2+C3)</math></b>                          |  | <b>20 Points (max.)</b>  |  |    |
| <b>GLOBAL TOTAL = <math>\sum (A+B+C)</math></b>  |  | <b>100 Points (max.)</b> |  |    |
| <b>Observations</b>  |  |                          |  |    |
| <b>A</b>   | <b>Technical-Scientific and Professional Performance</b>   |                          |  |    |
| a)   | Highest score only with the four types of publications   |                          |  |    |
| b)   | Highest score only if keynote speaker  |                          |  |    |
| c)   | Highest score only with at least three concluded orientations  |                          |  |    |
| d)   | Highest score only if examiner   |                          |  |    |
| <b>B</b>   | <b>Pedagogical Domain</b>  |                          |  |    |
| e)   | Highest score only with at least 6 years of teaching experience in Higher Education  |                          |  |    |
| f)   | Highest score only if coordinator of 2 <sup>nd</sup> study cycle CU  |                          |  |    |