

Call for Applications

Applications are invited for a qualification-based competition for the position of Adjunto

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, 2nd series, nº 35, of 18 February 2011, as set out in my dispatch of 27 december 2016, 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 **adjunto professor level, in the field of Social Sciences, Community Development and Sociocultural Intervention**, and is covered by a public sector employment contract of indeterminate duration.
2. **Location** – School of 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 Adjunto 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**

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- 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 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 seven copies, in digital format (cd/dvd/pendrive) containing the following documents:

- 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) Detailed *curriculum vitae*;
- d) works referred to in the *curriculum vitae*;
- e) Form B fully completed, setting out the location of the curricular elements in the application.

8.3. 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.

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- 8.4.** Applications are not accepted by email.
- 8.5.** Candidates who are holders of non-Portuguese degrees must certify the recognition, equivalence or registration of their degree under the applicable national legislation.
- 8.6.** 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.** Only the curricular elements proven by the documentation submitted in the application will be considered for evaluation.

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- 11.2.** 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
- 11.3.** The minutes of the jury will be made available to applicants on request.
- 11.4.** The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.
- 11.5.** 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**
- Ângela Maria Gomes Teles de Matos Cremon de Lemos**, 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**
- Albérico Afonso da Costa Alho**, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal;
- Luís Manuel Teixeira Souta**, Coordinator Professor of the School of Education of Polytechnic Institute of Setúbal;
- Avelino Fernando Pinheiro Bento**, Retired Coordinator Professor of the School of Education of Polytechnic Institute of Portalegre;
- Fernando Ilídio da Silva Ferreira**, Associate Professor at University of Minho;
- Lucília Maria Cardoso Salgado Mexia Alves**, Retired Coordinator Professor of the School of Education of Coimbra of Polytechnic Institute of Coimbra.
- 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:**

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- 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, March 31, 2017

The President

Prof. Doutor Pedro Dominginhos

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Attachment

Criteria for selection and ordering of candidates for the position of Adjunto Professor – Scientific Area of Social Sciences (ESE/IPS)

A - Technical-Scientific and Professional Performance – 50% - 50 points in a 0 to 100 scale)		
A.1	Academic / professional education	10 points (max.)
	Degrees, Titles and Classifications	a)
A.2	Technical and scientific production	15 points (max.)
	Books, chapters of books, articles in magazines, publications in scientific events	5 points (max.) b)
	Presentations in Scientific Events as keynote speaker, as participant	4 points (max.) c)
	References (citations) of candidates' work by third parties	2 points (max.) d)
	Guidance or coordination of theses / dissertations / reports conferring academic degree and / or professional qualification in the sub-area of Sociocultural Animation (completed and ongoing theses)	4 points (max.) e)
A.3	Participation in projects of animation and / or sociocultural and sociofamiliar intervention	9 points (max.)
	As a team member: coordinator, responsible, participant	f)
A.4	Professional experience in activities in the field of animation, social, cultural and educational intervention in the last 5 years	8 points (max.) g)
A.5	Intervention in scientific and professional communities in the field of socio-cultural animation	8 points (max.) h)
Partial Total (dimension A) = $\sum (A1+A2+A3+A4+A5)$		50 Points (max.)
B – Pedagogical Domain – 35% - (35 points in a 0 to 100 scale)		
B.1	Experience of teaching in higher/or not education institutions	20 points (max.)
	Years of effective teaching in Higher Education in the area of Social Sciences and in non-higher education	10 points (max.) i)
	Number and diversity of Curricular Units / subjects / modules taught in the sub-area of Sociocultural Animation	5 points (max.) j)
	Elaboration of curricular unit programs, participation in the elaboration of programs and reformulation of programs of existing curricular units	5 points (max.) k)
B.2	Other Pedagogical activities	15 points (max.)
	Orientation and supervision of traineeships in higher education, or not, and vocational placements	6 points (max.) l)
	Coordination and participation as trainer in training actions in the area of Social Sciences	6 points (max.) m)
	Coordination and participation in other pedagogical activities	3 points (max.) n)
Partial Total (dimension B) = $\sum (B1+B2)$		35 Points (max)
C – Other activities relevant for IPS mission – 15% (15 points in a 0 to 100 scale)		
C.1	Positions or participation in activities related to the regional, national or international community	9 points (max.)
	Exercise of positions or participation in activities related to the community and cooperation with other institutions of regional, national or international scope	6 points (max.) o)
	Conducting consultancy work in the sub-area of socio-cultural animation	3 points (max.) o)
C.2	Coordination, execution and development of associative, community, educational and cultural projects or activities	6 points (max.) q)
Partial Total (dimension C) = $\sum (C1+C2)$		15 Points (max.)
GLOBAL TOTAL = $\sum (A+B+C)$		100 Points (max.)

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Comments:	
A	Technical-Scientific and Professional Performance
a)	The maximum score can only be obtained if the content and themes of the master's or doctoral thesis focus on the sub-area of Sociocultural Animation. The PhD will have a degree of weighting higher than the other degrees.
b)	The maximum score can only be obtained if the candidate have three of the four types of publications mentioned
c)	The maximum score can only be obtained if the candidate has been a guest lecturer
d)	The maximum score can only be obtained if the candidate has been referenced by third parties in at least one job
e)	The maximum score can only be obtained if the candidate has at least one completed orientation
f)	The maximum score can only be obtained if the candidate has been integrated with a project coordination team or has been a project coordinator
g)	The maximum score can only be obtained if the candidate has had experience in at least two areas of intervention
h)	The maximum score can only be obtained if the candidate has had intervention in scientific and professional communities in the field of socio-cultural animation
B	Pedagogical Domain
i)	The maximum score can only be obtained if the candidate has had at least 5 years teaching in Higher Education in the area of Social Sciences
j)	The maximum score can only be obtained if the candidate has taught more than four Curricular Units / subjects / modules in the sub-area of Sociocultural Animation
k)	The maximum score can only be obtained if the candidate has at least been responsible for drawing curricular unit programs
l)	The maximum score can only be obtained if the candidate has guidance and supervision of at least five stages
m)	The maximum score can only be obtained if the candidate has had coordination or participation as trainer in at least five training actions in the area of Social Sciences
n)	The maximum score can only be obtained if the candidate has had coordination and participation in at least three other pedagogical activities
C	Other activities relevant for IPS mission
o)	The maximum score can only be obtained if one of the areas of exercise of positions and / or activities of relation with the community and of cooperation with other institutions is the international one
p)	The maximum score can only be obtained if carried out at least two consultancies in the sub-area of socio-cultural
q)	The maximum score can only be obtained if the coordination, execution and development of projects or activities are carried out in at least two of the types of nature referred to