

## **Lisbon Polytechnic Institute**

### **PUBLIC NOTICE**

Under the terms and conditions of Articles 3, 9-A,15, 15-A and 29-B, of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), sanctioned by Decree-Law No. 185/81, of 1 July, in its republication as it appeared in Decree-Law No. 207/2009, of 31 August, and by Law No. 7/2010, of 13 May, together with Order No. 1979/2010, published in *Diário da República*, Series II, No. 19, of 28 January, amended by Amendment Declaration No. 244/2010, published in *Diário da República*, Series II, No. 26, of 8 February, which sanctioned the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute (Instituto Politécnico de Lisboa - IPL), it is hereby made public, by order of the President of the IPL dated 12 April 2024, given the use of the powers in Article 92(1)(d) of Law 1 no. 62/2007 of 10 September, and Article 26(1)(d) of Normative Order No. 20/2009 of 13 May, published in *Diário da República* Series II No. 98 of 21 May, that, for a period of 30 working days from the publication of this public notice in *Diário da República*, applications are now invited for the purpose of filling one teaching position scheduled for 2014 at the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process - Document based.
- 2.** Category — Main Coordinating Professor.
- 3.** Departmental Area – Management.
- 4.** Time period - The selection process ends once the vacancy contained in the public notice is filled, as provided for in Article 38 of Order no. 1979/2010, of 28 January.
- 5.** Functional content – That described in Article 3(5) in conjunction with Article 9-A(1) of the ECPDESP.
- 6.** Applicable legal relation mode — Public service employment contract for an indefinite period, in accordance with Article 9-A(5) of the ECPDESP.
- 7.** Admission Requirements – Candidates who meet the conditions set out in Article 9.º-A(3) of the ECPDESP, holders of a doctoral degree for more than five years, who also hold the title of aggregate or legally equivalent title.
- 8.** Applications — Formal applications should be submitted to the President of the Lisbon Polytechnic Institute, and sent to the following email address: [concursos@iscal.ipl.pt](mailto:concursos@iscal.ipl.pt)

**9.** Application requirements – Submission of the following information is mandatory: full name; parents' names; date and place of birth; number and date of identification document and issuing authority; home address and telephone number; marital status; academic qualifications and final grade; professional category and position currently held; identification of the position the candidate is applying for and of the *Diário da República* in which the present proclamation was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.

**10.** Documents to be submitted together with the application:

- a) Identity card or citizen card (with no exclusion for failing to present an identification document, upon presentation of an alternative document, proving the requirements necessary to perform public duties);
- b) Criminal record certificate;
- c) Medical certificate confirming the candidate's physical condition and psychological profile to perform public service, issued by a practising doctor;
- d) Compulsory vaccination record, duly updated;
- e) Documents proving that the candidate meets the legal provisions stipulated in paragraph 7 of this public notice;
- f) Detailed *Curriculum Vitae*, dated and signed by the applicant;
- g) Supporting documentation referred to in the *Curriculum Vitae*;
- h) Complete list of all documentation submitted.

10.1 Whenever appropriate, the jury may request further documentation relating to the *curriculum vitae* submitted.

**11.** Exemption from the submission of documents – Exemption from the submission of the documents mentioned in points b), c) and d) of the previous paragraph may be granted to applicants who declare in their application, under separate headings and on their word of honour, their exact situation with respect to the content of each of these items.

**12.** Information to be provided in the curriculum vitae:

- a) Academic qualifications (degrees, grades, dates and institutions where they were obtained);
- b) Other official undergraduate and post-graduate courses, including the respective grades, dates and awarding institutions;
- c) Training and professional experience;
- d) Participation in innovative projects, meetings, seminars and other events of a similar nature (the information provided will be used to

assess the candidate's levels of intervention and responsibility, as well as the end results of such initiatives);

- e) Technical and didactic research work undertaken in the area in question (the information provided shall enable the assessment of skills, through an analysis of the quality of the work done);
- f) Work published in the area in question (the information provided should allow for the assessment of skills, through an analysis of the quality of the work done);
- g) Other relevant experience for the present application;
- h) The curriculum vitae must be organised according to the criteria and order established in the following paragraph.

**13.** Selection criteria and classification of candidates: in compliance with the terms of Article 15-A of ECPDESP and Order no. 1979/2010 of 12 January, published in *Diário da República*, Series II, No. 19 of 28 January, the Jury approved, at a preliminary meeting on 18 June 2024, the following criteria, indicators and considerations, with a view to assessing and classifying candidates, and the curriculum vitae should be organised according to the same criteria:

<b>Assessment criteria for the recruitment of a main coordinating professor for the departmental area of Management – subject areas that make up the scientific area of Management</b>	<b>%</b>
<p><b>a) <u>Technical, Scientific and/or Professional Performance in the field (45%) - TSP</u></b></p> <p>a1. Publications of a scientific and/or technical nature in the scientific area in question</p> <ul style="list-style-type: none"> <li>• Assessment by the jury, on a scale of 0 to 25, of the quality and impact of the candidate's set of publications.</li> </ul> <p>a2. Papers of a scientific and/or technical nature in the scientific area in question</p> <ul style="list-style-type: none"> <li>• Assessment, on a scale of 0 to 10, of the quality and impact of papers given by the candidate at conferences / seminars / congresses.</li> </ul> <p>a3. Scientific-pedagogical project – scientific aspect</p> <ul style="list-style-type: none"> <li>• Assessment, on a scale of 0 to 10, of the scientific aspect of the scientific-pedagogical project delivered by the candidate.</li> </ul> <p style="text-align: right;"><b>Subtotal a) – TSP</b></p>	<p>25</p> <p>10</p> <p>10</p> <p><b>45</b></p>
<p><b>b) <u>Teaching Assessment in the field (40%) - TA</u></b></p> <p>b1. Extent of teaching in the scientific area in question</p> <ul style="list-style-type: none"> <li>• 1 point per year of higher education teaching experience (full-time, or part-time equivalent), up to a maximum of 10 points.</li> </ul>	<p>10</p>

<p>b2. Production of pedagogical material to support academic activities in the scientific area in question</p> <ul style="list-style-type: none"> <li>2 points per item of pedagogical material produced, when considered relevant by the jury, up to a maximum of 10 points.</li> </ul>	10
<p>b3. Supervision of dissertations leading to the award of a degree/academic title</p> <ul style="list-style-type: none"> <li>1 point for each Master's degree supervision (completed) / 2 points for each doctoral degree supervision (completed), up to a maximum of 10 points.</li> </ul>	10
<p>b4. Scientific-pedagogical project – pedagogical aspect</p> <ul style="list-style-type: none"> <li>Assessment, on a scale of 0 to 10, of the pedagogical aspect of the scientific-pedagogical project delivered by the candidate.</li> </ul>	10
<b>Subtotal b) – TA</b>	<b>40</b>
<b>c) <u>Other activities relevant to the higher education institution (15%) - OA</u></b>	
<p>c1. Performance of coordination or management activities (for example, coordination of curricular units, direction of courses, participation in management bodies, participation in committees)</p> <ul style="list-style-type: none"> <li>0.5 points for each activity considered relevant by the jury, up to a maximum of 7.5 points.</li> </ul>	7.5
<p>c2. Participation in projects or initiatives of a scientific and/or practical nature within the socio-professional environment of which the candidate is a part</p> <ul style="list-style-type: none"> <li>0.75 points for each participation in projects or initiatives, as long as they are considered relevant by the jury, up to a maximum of 7.5 points.</li> </ul>	7.5
<b>Subtotal c) – OA</b>	<b>15</b>
<p><b>Note:</b> The application for the competition must be accompanied by a document containing the candidate's scientific-pedagogical project, to be evaluated in points a3 and b4. This document should be a proposal for the activities to be carried out by the teacher, as main coordinating professor, taking into account the powers that the law attributes to teachers in this category of the polytechnic higher education career. The size of the project must be limited to a number of words not exceeding 2,000. Project evaluation criteria: (i) clarity and quality of the exposition; (ii) demonstrated knowledge of the best pedagogical practices in the area in question; (iii) demonstrated knowledge of scientific research in the area; (iv) relevance of the activities that the candidate proposes to develop.</p>	
<b>Final Classification (TSPP 45%) + (TA 40%) + (OA 15%)</b>	
<b>100</b>	

**14.** Jury – By order of the President of the Lisbon Polytechnic Institute (IPL), dated 12 April 2024, published by Order no. 4841/2024 of 3 May in the *Diário da República*, Series II, No. 86, the Jury shall be composed as follows:

President:

- Dr Orlando Manuel da Costa Gomes, Main Coordinating Professor of the Lisbon Higher Institute of Accounting and Administration of the Lisbon Polytechnic Institute, by delegation of powers from the President of the Lisbon Polytechnic Institute.

Permanent Members:

- Dr Bruno José Machado de Almeida, Main Coordinating Professor at the Coimbra Higher Institute of Accounting of the Polytechnic Institute of Coimbra;

- Dr Fernanda Maria Duarte Nogueira, Full Professor at the Higher Institute of Social and Political Sciences of the University of Lisbon;

- Dr Francisco José Alegria Carreira, Main Coordinating Professor of the School of Business Sciences of the Setúbal Polytechnic Institute;

- Dr Helena Maria Baptista Alves, Full Professor at the Faculty of Social Sciences and Humanities at the University of Beira Interior.

Alternate Members:

- Dr Jorge Domingos Carapinha Veríssimo, Main Coordinating Professor of the School of Communication and Media Studies of the Lisbon Polytechnic Institute.

- Dr Zélia Maria da Silva Serrasqueiro Teixeira, Full Professor at the Faculty of Social Sciences and Humanities at the University of Beira Interior.

**15.** Admission, assessment and classification of candidates – once the application period expires, the Jury meets to consider the admission and proceed with the assessment and classification of candidates in accordance with the criteria stated in point 13 of this Proclamation.

15.1 The selection procedure may be terminated by reasoned act of the President of IPL respecting the general principles of administrative activities as well as the legal and regulatory limits on recruitment.

**16.** Absolute merit is gauged on the basis of the candidate's *curriculum vitae*, relevant in the area to which the present proclamation refers, under the terms laid down in point 13 of this Proclamation. Candidates who do not successfully achieve a classification of 50% or higher in the jury's assessment will be excluded.

**17.** Prior hearing – In the event of a candidate being excluded for non-compliance with the legal requirements, or for lack of absolute merit, and at the end of

the assessment, a prior hearing will be given under the terms of Article 121 et seq. of the Code of Administrative Procedure (CPA), published by Law No. 4/2015 of 7 January.

- 18.** Public hearings - Under the terms laid down in Article 23(4)(b) of ECPDESP, the jury may conduct public hearings on an equal footing for all candidates.
- 19.** Consultation of the process – The competition process can be consulted by candidates who wish to do so at the premises of the Instituto Superior de Contabilidade e Administração de Lisboa, located at Av. Miguel Bombarda, 20 – 1069-035 Lisbon, from 9.30 am to 12.30 pm and from 2.00 pm to 4.00 pm, by prior appointment via the email address [casos@iscal.ipl.pt](mailto:casos@iscal.ipl.pt).
- 20.** Recruitment conditions – The candidates classified in a position eligible for hiring in the final classification ranking will be contracted under the terms and conditions which allow for the compliance of the provisions laid down in Article 22 of Law No. 82/2023 of 29 December (State Budget Law for 2024).
- 21.** Pursuant to Article 9(h) of the Constitution, as an employer the IPL actively promotes a policy of equal opportunities for men and women as regards access to employment and professional career advancement, scrupulously guarding against any and all forms of discrimination.

Lisbon, 29 August, 2024. President of IPL - Dr Elmano da Fonseca Margato.