

Polytechnic Institute of Santarém



## Public Notice

It is hereby made public that, by order of the President of the Polytechnic Institute of Santarém, Assistant Professor João Miguel Raimundo Peres Moutão, of 18 February 2022, a competition for applications is open for a period of 30 working days from the day following the publication of this public notice in the Official Gazette, documentary competition for the filling of 1 (one) position of Assistant Professor in the Scientific Area of Sports Science - Subject Area of Nature Sports, of the Rio Maior Sports School (ESDRM), of the Polytechnic Institute of Santarém (IPSantarém), under the following terms and conditions:

### 1-Applicable legislation:

1.1 Statute of the Career of Teaching Staff of the Polytechnic Higher Education System (ECPDESP), approved by Decree-Law no. 185/81, of 1 July, in its current version;

1.2 Regulations of the competitions for the hiring of teaching career staff of the Polytechnic Institute of Santarém, Regulation No. 558/2010 published in the Official Gazette, 2<sup>nd</sup> Series, No. 122, of 25 June.

2-Location: Rio Maior Sports School, Polytechnic Institute of Santarém.

3-Number of positions: 1 (one).

4-Modality of the legal employment relationship: Indefinite Public Employment Contract.

5-Functional content: The described in articles 2 to 3 and no. 4 of the ECPDESP and in the Teachers' Service Provision Regulations of the IPSantarém, published in the Official Gazette, 2<sup>nd</sup> series no. 122, 25 June 2010.

6-Type of remuneration: This will be determined under the terms of article 35, no. 1, of the ECPDESP and other applicable legislation, namely that envisaged in Decree-Law no. 408/80, of 18 November, with subsequent alterations.

7-Validity of the competition: The competition is valid for the post referred to and will be exhausted upon its filling.

8- Area for which the competition is open: Scientific area of sports sciences, in the Nature Sports subject area.

### 9-Admission requirements:

9.1 Under the terms of articles 17 of the General Labour Law in Public Functions (LTFP), approved by Law no. 35/2014, of 20 June, and 12-E of the ECPDESP, only candidates who, by the deadline for submission of applications, meet the following general requirements may apply:

- a) Are 18 years of age;
- b) Are not inhibited from exercising public functions or are not prohibited to exercise the functions to which it is applying for;
- c) Have physical robustness and psychological profile indispensable to the exercise of the functions for which it is applying;
- d) Have complied with the compulsory vaccination laws.

9.2 In accordance with article 17 of ECPDESP, holders of a PhD degree or the title of specialist in the area or related area to which the competition is open may apply.

9.3 For the purposes of the preceding paragraph, it is considered that:

- a) Candidates must hold a PhD degree in Sports Science or a specialist title in Sports (area 813 of the national classification of education and training areas - CNAEF);
- b) Are related areas of "Sports Sciences", one of the following areas: Sport, Physical Activity, Physical Exercise, Human Motricity, Physical Education.

9.4 Candidates holding foreign qualifications must prove the recognition, equivalence or registration of the doctoral degree, under the terms of the applicable legislation.

10-Special conditions: Candidates who meet the conditions foreseen in article 17 of ECDESP and have a command of spoken and written Portuguese may apply to the above mentioned competition. Candidates of a foreign nationality, except those with Portuguese as an official language, must submit documents, valid under the legal terms, proving their command of the Portuguese language in the above mentioned areas, at a level adequate for the teaching tasks to be carried out.

11-Formalisation of the application:

11.1 The application may be presented in person, against receipt, in the Human Resources Services of the Institute, located at Complexo Andaluz, Apartado 279, 2001-904 Santarém, during office hours, or via post, by registered mail with acknowledgement of receipt, to the same address, until the deadline for the presentation of applications, i.e. within 30 working days from the publication of the public notice in the Official Gazette.

11.2. The application should be completed with an application for admission to the competition, addressed to the President of the Polytechnic Institute of Santarém, which should include full name of the candidate, date of birth, gender, nationality, civil and tax identification number, postal and electronic address, telephone number, academic degrees held (or specialist title), professional category and position currently held (if applicable), indication of the competition to which the candidate is applying, number of the public notice of competition, with reference to the Official Gazette in which it was published and list of documents accompanying the application.

11.3 The candidate must include the following documents (duly numbered and identified):

- a) Copy of the academic and professional qualification certificate or other document legally recognized for the effect that confirms possession of the doctoral degree or the title of specialist in the area for which the competition is open, which, in the case of a foreign academic qualification, should contain proof of recognition, equivalence or registration of the doctoral degree, under the terms of the applicable legislation;
- b) Certificate of criminal record stating that the candidate is not inhibited from exercising public functions or is not prohibited to exercise the functions it is applying for;
- c) Certificate of physical robustness and psychological profile indispensable to the exercise of the functions;
- d) Compulsory vaccination bulletin duly updated;
- e) Curriculum Vitae, duly dated and signed, organised in accordance with the selection and seriation criteria and the evaluation system and final classification contained in the present public notice, under penalty of not being considered for evaluation;
- f) Supporting documents of the facts indicated in the curriculum vitae, organized and sequentially ordered in the same order as mentioned in the previous paragraph.

11.4 The documents mentioned in paragraphs b), c) and d), may be replaced by a declaration, on oath, in which the candidate declares its position in relation to each of those paragraphs.

11.5 The document referred to in paragraph e), should be delivered as follows:

- a) Two (2) copies of the curriculum vitae (CV) in digital format (1 copy in each pendrive), in a non-editable document (PDF), organised according to the parameters, criteria and evaluation sub-criteria defined in the present public notice, with hyperlinks for each of the proofs of the respective items, which must also be delivered in digital format, non-editable (PDF), with the safeguard of presenting the originals or the delivery of complementary documentation related to them, should the jury consider it necessary;
- b) Two (2) copies, together with the curriculum vitae (CV), of the completed evaluation table, also in digital format (1 copy in each pendrive), in the partially editable document (EXCEL), which will be made available by the Services and/or the Website of IPSantarém.

11.6 The documents must be submitted in Portuguese or English (or exceptionally in another foreign language, by deliberation of the jury, which in this case may require a translation).

11.7 The non-submission of the documents required in this public notice, or their submission after the deadline, determines the exclusion of the application.

11.8 With regard to the curriculum vitae, the items of the evaluation parameters, criteria and sub-criteria will not be considered for assessment/seriation:

- a) no supporting documents are presented;
- b) are not presented in the manner indicated in this public notice;
- c) the supporting documents do not correspond to the respective items;
- d) links do not work or are not directed to the respective supporting documents;

11.9 The presentation of a false document determines the immediate exclusion from the competition and the reporting to the competent authority for the purposes of criminal proceedings.

11.10. The documents handed in by the candidates shall be returned to them, at their request, one year after the end of the present competition, except in the case where the present competition procedure has been subject to judicial review, in which case the return of the requested documents can only occur after the execution of a final judicial decision.

11.11. With the exception of the application form, which must be submitted in paper format (by the means referred to in Point 11.1), the entire remaining file (application and supporting documents) must be submitted in digital format, assuming the candidate's authorization to duplicate its application and respective documents, exclusively, to make them available to each of the members of the jury.

12-Evaluation parameters, methods and selection criteria, evaluation system and final classification:

12.1 Evaluation table: each candidate will be graded, taking into account the facts set out in their curriculum vitae and documented evidence, by awarding the points shown in the following evaluation table:

12.2 Parameters for Evaluation of Candidates:

In accordance with the provisions in article 15-A, of the ECPDESP and in article 22 of the Regulation of the Competitions for the Contracting of Staff in the Teaching Career of IPSantarém, the general parameters of evaluation, selection and seriation



of the candidates, aiming to ascertain the merit of the candidates for the functions to be performed, to which the respective weighting was attributed, are the following:

- a) Technical, Scientific and Professional Performance (TSCP) - 40%;
- b) Pedagogical Capacity (PC) - 40%;
- c) Other Relevant Activities (OAR) - 20%;

13-Criteria, sub-criteria and points per item, and respective weightings (see table attached to the present public notice):

13.1. Technical-Scientific and Professional Performance (TSCP) - 40%, the following criteria and sub-criteria will be considered and weighted;

- a) Participation in R&D Projects (PPID) (25% of the sum of points): participation in research and development projects;
  - i) Principal investigator/coordinator of research projects with international external funding, as promoting entity (per project) in the scientific area of the competition - 8 points;
  - ii) Principal investigator/coordinator of research projects with national external funding, as promoting entity (per project) in the scientific area of the competition - 4 points;
  - iii) Local Institutional Researcher/Coordinator in research projects with international external funding, as co-promoting entity (per project) in the scientific area of the competition - 6 points;
  - iv) Local institutional researcher/Coordinator in research projects with national external funding, as co-sponsor (per project) in the scientific area of the competition - 3 points;
  - v) Participation in international research project teams with external funding (not cumulative with sub-criteria i and iii) (per project) in the scientific area of the competition - 3 points;
  - vi) Participation in national research project teams with external funding (not cumulative with sub-criteria ii and iv) (per project) in the scientific area of the competition - 2 points;
- b) Technical and Scientific Production and Dissemination (PDTC) (40% of the total points): publication and communication of scientific knowledge;
  - i) By scientific article published in WoS JCR-indexed journal as 1<sup>st</sup> or last author in the subject area of the competition - 5 points;
  - ii) By scientific article published in WoS JCR-indexed journal as co-author (not cumulative with sub-criterion i) in the subject area of the competition - 4 points;
  - iii) By scientific article published in a journal with SJR Scopus indexation as 1<sup>st</sup> or last author in the subject area of the competition - 3 points;
  - iv) P By scientific article published in a journal with SJR Scopus indexation as co-author (not cumulative with sub-criterion iii) in the subject area of the competition - 2 points;
  - v) By published book with DOI or ISBN in the subject area of the competition - 2 points;
  - vi) By published book with DOI or ISBN (authorship) in the subject area of the competition - 5 points;
  - vii) By published book with DOI or ISBN (as co-author) in the subject area of the competition - 4 points;

- viii) By book chapter with DOI or ISBN (authorship) in the subject area of the competition - 3 points;
- ix) By book chapter with DOI or ISBN (as co-author) in the subject area of the competition - 2 points;
- x) By oral communication in scientific event or seminar with publication of abstract in proceedings with DOI or ISSN or ISBN in the subject area of the competition - 0,25 points;
- xi) By poster communication at a scientific event or seminar with publication of a summary in minutes with DOI or ISSN or ISBN in the subject area of the competition - 0,125 points;
- c) By supervision and examination of Thesis (OJT) (10% of the total points): supervision or participation in juries of works leading to a postgraduate degree;
  - i) For supervising or co-supervision of completed 3<sup>rd</sup> cycle thesis (Doctoral Degree), in the subject area of the competition - 5 points;
  - ii) By supervision or co-supervision of completed 2<sup>nd</sup> cycle dissertations/thesis (Master's Degree) in the subject area of the competition - 3 points;
  - iii) By participation in juries of doctoral academic examinations in the subject area of the competition - 3 points;
  - iv) For participation in juries of master's degrees in the subject area of the competition - 2 points;
  - v) For participation in juries of specialist title exams in the subject area of the competition - 2 points;
- d) Other Technical, Scientific and Professional Activities (OATCP) (25% of the total points): Other activities of a technical-scientific and professional nature;
  - i) By international prize/distinction awarded by an entity through a scientific jury constituted for the effect in the scientific area of the competition - 5 points;
  - ii) By national prize/distinction awarded by an entity through a scientific jury constituted for this purpose in the scientific area of the competition - 3 points;
  - iii) Integrated member of a FCT research centre with a current classification of "Excellent" or "Very Good" (per year) in the scientific area of the competition - 2 points;
  - iv) Integrated member of a FCT research centre with a current classification of "Good" or "Sufficient" (per year) in the scientific area of the competition - 1 point;
  - v) Belonging to the editorial board of a journal (per journal) with WoS JCR indexation in the scientific area of the competition - 1 point;
  - vi) Belonging to the editorial board of a journal (per journal) with SJR indexation of Scopus in the subject area of the competition - 0,5 points;
  - vii) For reviewing of an article in a journal with WoS JCR indexation in the subject area of the competition - 0,25 points;
  - viii) For reviewing an article in a journal with SJR Scopus indexing in the subject area of the competition - 0,125 points;
  - ix) Professional activity as a Level I Sports Trainer, per year (days/365) in the subject area of the competition - 1 point;
  - x) Professional activity as a Level II Sports Trainer, per year (days/365) in the subject area of the competition - 3 points;
  - xi) Professional activity as a Level III Sports Trainer, per year (days/365) ) in the subject area of the competition - 6 points;
  - xii) Professional activity as head coach, per year (days/365) ) in the subject area of the competition - 1 point;
- 13.2 Pedagogical Capacity (PC) - 40%, the following criteria and sub-criteria will be considered and duly weighted:



- a) Professional Experience in Higher Education (EPES) (15% of the sum of points): time of teaching service in higher education institutions;
- i) Days of service in higher education with exclusivity (days of service/365) in the scientific area of the competition - 2 points;
- ii) Days of service in higher education without exclusivity (days of service/365) in the scientific area of the competition - 1 point;
- b) Regency of Curricular Units (RUC) (30% of the total points): Coordination, regency, responsibility (or equivalent) of curricular units in Higher Education;
- i) By regency (or equivalent) of curricular unit of 3<sup>rd</sup> cycle - Doctorate (per academic year) in the subject area of the competition - 3 points;
- ii) By regency (or equivalent) of curricular unit of Post-Graduation or 2<sup>nd</sup> cycle - Masters (per academic year) in the subject area of the competition 2 points;
- iii) By regency (or equivalent) of curricular unit of 1<sup>st</sup> cycle or CTeSP (per academic year) in the subject area of the competition 1 point;
- c) Teaching of Course Units and Pedagogical Supervision (LUCSP) (40% of the total points): Teaching of curricular units in ES and pedagogical supervision activities:
- i) By curricular unit lectured (minimum of 5h/semester) of 3<sup>rd</sup> cycle (Doctorate) (per academic year) in the subject area of the competition - 2 points;
- ii) By curricular unit lectured (minimum 10h/semester) in Post-Graduation or 2<sup>nd</sup> cycle - Master's Degree (per academic year) in the subject area of the competition - 1 point;
- iii) By curricular unit lectured (minimum of 15h/semester) in TeSP or 1<sup>st</sup> cycle – University Degree (per academic year) in the subject area of the competition - 0,5 points;
- iv) By supervising a 2<sup>nd</sup> cycle internship – Master's Degree (per internship completed) in the subject area of the competition - 2 points;
- v) By supervising a CTeSP or 1<sup>st</sup> cycle graduate internship (per internship completed) in the subject area of the competition 1 point;
- d) Other Pedagogical Activities (OAP) (15% of the total points): Other activities of a pedagogical nature;
- i) By each credited short-term training action (more than 12 hours) in the subject area of the competition 1 point;
- ii) By short credited lectured training action (more than 6 hours until 12 hours) in the subject area of the competition 0,5 points;
- iii) By each credited short-term training action (up to 6 hours) in the subject area of the competition 0,25 points;
- iv) By international mobility (ERASMUS) as a lecturer (more than 5 days), carried out in institutions that provide training in the subject area of the competition - 2 points;
- 13.3. Other Relevant Activities (OAR) - 20%, the following criteria will be considered and duly weighted:
- a) Participation in Management and Collegiate Bodies (POGC) (60% of the total points): Exercising functions of direction, management, participation in collegial bodies and work committees in Higher Education Institution (IES);

- i) For year (days/365) served as president/vice-president/secretary (or equivalent) of HEI governing bodies (per post and per body) - 3 points;
- ii) For each year (days/365) of service as a member of statutory bodies of HEIs (cannot be accumulated with sub-criterion i) - 1 point;
- iii) For one year (days/365) as coordinator (or equivalent) of a TeSP, 1<sup>st</sup> Cycle or 2<sup>nd</sup> Cycle degree in the scientific area of the competition - 5 points;
- iv) For year (days/365) as coordinator (or equivalent) of Postgraduate Studies in the scientific area of the competition - 3 points;
- v) For one year (days/365) as coordinator of a department or scientific area or laboratory (by coordination) defined by the HEI's statutes in the scientific area of the competition - 3 points;
- vi) For year (days/365) as Functional Office Coordinator (or equivalent) (for each coordination) statutorily defined in the HEI - 2 points;
- vii) By participation in commission or working groups in HEI, by appointment or dispatch (per commission/group) - 0,5 points;
- viii) By participation in a certified training course in the subject area of the competition (per hour of training), carried out in the last 10 years - 0,05 points;

b) Community Service Provision and Other Activities (PSCeOA) (40% of total points): Participation in community service delivery, programme/projects and other activities of a professional nature:

- i) By (team member) participation in community service, with institutional contract-program (per service provision), in the scientific area of the competition - 3 points;
- ii) By participation (team member) in projects/programmes of community intervention, with institutional protocol (per project/programme), in the scientific area of the competition (cannot be accumulated with sub-criterion i) - 1 point;
- iii) By participation (team member) in the organisation and development of institutional projects/programmes/activities, with dispatch/appointment (per project/programme/activity) in the scientific area of the competition (cannot be combined with sub-criteria i and ii) - 0,5 points;
- iv) Professional activity (outside Higher Education) in the scientific area of the competition, carried out with a Professional Title of TD and/or TEF (days of service/365) - 1 point;
- v) By participation in Governing Bodies of Scientific Societies and/or Professional Associations (per year/entity) in the scientific area of the competition - 0,5 points;

14-Classification: Following the previous point the application classifications are determined as follows:

14.1 The calculation of the Final Classification (CF) of the application will result from the application of the following formula  $CF = DTCP (40\%) + CP (40\%) + OAR (20\%)$ ;

14.2 The calculation of the classification of each of the parameters of the application will result from the application of the following formula:

- a)  $PSTN = PPID (25\%) + PDTTC (40\%) + OJT (10\%) + OATCP (25\%)$ ;
- b)  $PC = EPES (15\%) + RUC (30\%) + LUCSP (40\%) + OAP (15\%)$ ;

c)  $OAR = POGO (60\%) + PSCeOA (40\%)$ ;

14.3. The classifications will be presented to one hundredth (two decimal places);

14.4 According to the parameters, criteria, sub-criteria, and punctuation of the items, and respective weightings stipulated in the present public notice, and that appear in the attached table, each member of the jury will duly value and classify, in a reasoned manner, each candidate. In case of divergence between jury members, resulting from a different appreciation of the elements presented, the jury will proceed to a joint analysis and will attribute a score for each criterion, according to the curricular items to be valued in each sub-criterion in which there is divergence, and this value shall be considered for the calculation of the classification in each parameters and, subsequently, in the final classification;

14.5 Considering article 22, no. 2, of the Regulation of Recruitment, Selection and Hiring of Teaching Staff of the IPSantarém, for the purpose of the candidates' ranking, which is expressed on a scale from 0 to 100 points, if a score higher than 100 points results, in one or more of the parameters DTCP, CP and OAR, its reduction to the upper limit of the scale will imply the proportional reduction of the scores obtained by the remaining candidates by the highest value found among the candidates;

14.6. In the event of a tie between candidates, after the final score has been obtained, the following tie-breaking criteria will be applied successively (until necessary):

a) Best score obtained in the Pedagogical Capacity parameter;

b) Best score obtained in the Technical-Scientific and Professional Performance parameter;

15-Procedures foreseen for the competition and respective calendar: The procedures and norms applicable to the competition are those contained in the Regulation of Recruitment, Selection and Hiring of Teaching Staff of the IPSantarém, that can be consulted in Regulation no. 558/2010, published in the Official Gazette, 2<sup>nd</sup> series, no. 122, of 25 June;

16-Composition of the jury:

16.1 The jury is composed of the following elements:

(a) President:

Doctor Luís Filipe Cid Serra, Coordinating Professor at the Rio Maior Sports School of the Polytechnic Institute of Santarém.

b) Full members:

Doctor Luís Alberto Dias Carvalhinho, Coordinating Professor at the Rio Maior School of Sport of the Polytechnic Institute of Santarém.

Doctor Rui Manuel Sousa Mendes, Coordinating Professor at the Higher School of Education of the Polytechnic Institute of Coimbra.

Doctor Teresa de Jesus Trindade Moreira da Costa e Fonseca, Coordinating Professor at the School of Education, Communication and Sport of the Polytechnic Institute of Guarda.

Doctor Teresa Palmira Simões Baptista Teixeira de Figueiredo, Coordinating Professor at the School of Education of the Polytechnic Institute of Setúbal.

Doctor Francisco Emiliano Dias Mendes, Coordinating Professor at the School of Education of the Polytechnic Institute of Viseu.

c) Substitute members:



Doctor Rui Manuel Neto e Matos, Coordinating Professor at the School of Education and Social Sciences of the Polytechnic Institute of Leiria.

Doctor Luís Paulo Lopes Brandão Areosa Rodrigues, Coordinating Professor at the Melgaço School of Sports and Leisure of the Polytechnic Institute of Viana do Castelo.

Doctor Vítor Pires Lopes, Principal Coordinating Professor at the School of Education of the Polytechnic Institute of Bragança.

16.2 The President of the Jury in his absences and impediments shall be replaced by the first effective member.

17-Consultation of the process: the process of the competition may be consulted by the candidates who request it, in the Central Services of the Polytechnic Institute of Santarém during office hours.

18-Equal Opportunities: In compliance with paragraph h) of article 9 of the Constitution, IPSantarém actively promotes a policy of equal opportunities between men and women in the access to employment and professional progression, taking care to avoid any form of discrimination.

19-Disclosure of the public notice: The present public notice will be disclosed as follows:

- a) In the 2<sup>nd</sup> series of the Official Gazette;
- b) On the Public Employment Exchange, at [www.bep.gov.pt](http://www.bep.gov.pt), on the 1<sup>st</sup> working day following its publication in the Official Gazette;
- c) On the FCT - Fundação para a Ciência e a Tecnologia website at [www.euraxess.pt](http://www.euraxess.pt), in English;
- d) On the IPSantarém website, at [www.ipsantarem.pt](http://www.ipsantarem.pt), in Portuguese and English;

Polytechnic Institute of Santarém, 31 March 2023 - The President of the Polytechnic Institute of Santarém, Dr. Professor João Miguel Raimundo Peres Moutão

João Moutão  
Presidente

