
Polytechnic Institute of Santarém

Public Notice

Opening of a competitive tender for a career as a teacher in polytechnic higher education in the category of assistant professor in the area of Education – Subarea of Development and Learning in Childhood for the Higher School of Education of the Polytechnic Institute of Santarém.

- 1 - Under the terms of articles 5, 15, 15-A and 17 of Decree-Law no. 185/81, of 1 July, as amended and added to by Decree-Law no. 69/88, of 3 March, Decree-Law no. 207/2009, of 31 August, and Law no. 7/2010, of 13 May, hereinafter referred to as ECPDESP, as well as Regulation no. 559/2010, of the Tenders for the Hiring of Teaching Staff at the Polytechnic Institute of Santarém, published in the Official Gazette, 2nd series, no. 122, of 25 June 2010, and other legal provisions in force, it is hereby made public that, by order of the President of the Polytechnic Institute of Santarém, of 12 September 2022, a call for tenders is open, for a period of 30 working days from the publication of this notice in the Official Gazette, for the recruitment of an assistant professor, on an indefinite public service contract, for the area of Education - Subarea of Development and Learning in Childhood.
- 2 - The tender is valid for this vacancy and will expire when it is filled.
- 3 - Applicants who fulfil the conditions set out in article 17 of the ECPDESP may apply for this tender: those who hold a doctorate or specialist qualification in the area or area related to that for which the tender is being held.
- 4 - Applications must be formalised by means of an application, addressed to the President of the Polytechnic Institute of Santarém, delivered or sent by post with acknowledgement of receipt, to the Polytechnic Institute of Santarém, Complexo Andaluz, Apartado 279, 2001-904 Santarém, by the deadline for submitting applications referred to in paragraph 1 of this notice.
- 5 - The application must include the following information: full name, filiation, date and place of birth, number and date of the identity document or Citizen Card, postal and email address, telephone number, academic degree and respective final classification, professional category and position currently held, identification of the tender to which they are applying and the *Official Gazette* that published this notice, as well as all the information that allows us to judge the applicants' aptitudes.
- 6 - Applicants must submit the following documents with their application:

- a) Declaration that they are not disqualified from exercising public functions or are not disqualified from exercising the functions for which they are applying;
- b) Criminal record certificate;
- c) Document proving physical robustness and psychological profile for the exercise of public functions;
- d) Up-to-date compulsory vaccination record;
- e) Document proving that they fulfil the legal conditions referred to in paragraph 3 of this notice;
- f) Detailed *Curriculum Vitae* (CV), dated, signed and organised in accordance with the parameters and assessment criteria defined in this notice, with direct reference by means of numbering or hyperlinks to the respective proofs, to be submitted in digital format (USB flash drive) and together with a paper copy;
- g) A digital copy of each work and proof of activities mentioned in the CV;
- h) Other diplomas or certificates from the courses mentioned in the CV, as well as other documents that facilitate the formation of a judgement on the applicants' aptitude for the exercise of the functional content of the category to which they are applying;
- i) Proficiency in spoken and written Portuguese, which may be assessed by listening to the applicants;
- j) Complete list of documentation submitted;
- k) Declaration of authorisation to share personal data (available on the IPSantarém's website: www.ipsantarem.pt/rh/procedimentos-concursais-pessoal-docente/)

7 - The submission of the documents referred to in subparagraphs a), b) and c) of the previous paragraph is waived for applicants who declare in their application, in separate subparagraphs and under oath, their precise situation with regard to the content of each of them.

8 - False declarations will be punished in accordance with the law.

9 - Applicants with foreign qualifications must provide proof of recognition, equivalence or registration of the respective degree under the terms of the applicable legislation.

10 - Failure to submit the documents proving the requirements set out in points 4, 5, 6 and 9 (if applicable) of this notice, or submitting them after the deadline stipulated in paragraph 1 of this notice, will result in the application being rejected.

11 - Failure to submit the documents relating to the CV submitted by the applicant or the illegibility of the respective documents will result in the elements they are supposed to prove not being valued.

12 - Selection and ranking criteria - The selection and ranking criteria and their associated points are set out in the grid attached to this notice.

13 - In the event of a tie, the jury shall consider the following successive tie-breaking criteria:

- a) Best score obtained in the Technical-Scientific and Professional Dimension (TSPD);

- b) Best score obtained in the Pedagogical Dimension (PD);
- c) Best score obtained in Other Relevant Activities (ORA).

When applying these criteria, the maximum limits resulting from the application of the final classification formula are not taken into account.

14 - Assessment and selection.

14.1 - The assessment method to be used is curriculum weighting, which aims to assess the Technical-Scientific and Professional Dimension, the Pedagogical Dimension and the exercise of Other Relevant Activities in the area in which the tender is open, with the following maximum scores being awarded:

- a) Technical-Scientific and Professional Dimension (TSPD): maximum of 40 points;
- b) Pedagogical Dimension (PD): maximum of 40 points;
- c) Other Relevant Activities (ORA): maximum of 20 points.

15 - The Jury is responsible for defining the assessment grid (see Annex to the Notice) for each assessment dimension referred to in the previous paragraph of this notice.

16 - Assessment and final classification system.

16.1 - The assessment and final classification system is as follows:

- a) The Final Classification (FC) of applicants is expressed on a numerical scale of 0 to 100.
- b) All results will be rounded up to the nearest hundredth.
- c) The final classification of the applicants results from the application of the following formula:

$$FC = TSPD + PD + ORA$$

In which:

TSPD - Technical-Scientific and Professional Dimension;

PD - Pedagogical Dimension;

ORA - Other Relevant Activities;

16.2 - The following parameters will be taken into account when assessing the Technical-Scientific and Professional Dimension (TSPD):

1. Participation in research and development projects (R&DP) in the field of the tender, to be assessed through the following items;
2. Publications and Communications in the field of the tender (PC), to be assessed through the following items in which they are an author, including co-authorship;
3. Other Technical-Scientific Activities in the field of the tender (OTA), to be assessed using the following items;

16.3 - When assessing the Pedagogical Dimension (PD), the following parameters will be taken into account:

1. Teaching and Training Experience in the field of the tender, to be assessed by means of the following items;
2. Preparation of Pedagogical Material in the area of the tender (PPMPD), to be assessed through the following items.

16.4 - The following parameter will be taken into account when assessing Other Relevant Activities (ORA):

Other Relevant Activities, to be assessed through the following items.

(See attached grid)

17 - The Jury will be made up as follows:

President:

President of the Polytechnic Institute of Santarém or a professor of the higher education institution appointed by him/her, under the terms of article 23 of the ECPDESP

Effective members:

Professor Helena Maria Ferreira Moreno Luís, Coordinating Professor of the Polytechnic Institute of Santarém;

Professor Maria Isabel Pinto Simões Dias, Coordinating Professor of the Polytechnic Institute of Leiria;

Professor Paula Ângela Coelho Henriques dos Santos, Associate Professor of the University of Aveiro;

Professor João Manuel Grossinho Sebastião, Associate Professor at ISCTE- University Institute of Lisbon;

Professor Catarina Almeida Tomás, Coordinating Professor at the Polytechnic Institute of Lisbon.

Alternate member:

Professor David Catela, Coordinating Professor of the Polytechnic Institute of Santarém.

18 - The President of the Jury, in his/her absence or impediment, shall be replaced by the First Member.

19 - The full tender file can be consulted by applicants by prior appointment, requested by email to the Human Resources Division at procedimentos.concursais@ipsantarem.pt.

20 - In fulfilment of article 9(h) of the Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities for men and women in access to employment and professional advancement, taking scrupulous care to avoid any form of discrimination.

21 - Dissemination of the Notice

21.1 - This Notice will be disseminated as follows:

- a) In the 2nd series of the *Official Gazette*;

- b) On the Public Employment Exchange, at www.bep.gov.pt, on the 1st working day following publication in the Official Gazette;
- c) On the EURAXESS's website in English;
- d) On the IPSantarém's website, at www.ipsantarem.pt, in Portuguese and English

31 October 2023, The President of the Polytechnic Institute of Santarém, Professor João Miguel Raimundo Peres Moutão

ANNEX Assessment grid

Weighting	Dimension	Criteria	Score for each element	Max. score
40%	1 - Technical-Scientific and Professional Dimension (TSPD) - TSPD = R&DP + PC + OTA (max. 40 points)	R&DP - Participation in research and development projects in the field of the tender (R&DP), (max. 12 pts) to be assessed through the following items:		
		Coordinator of research and development projects (completed/ongoing) with assessment and external funding (e.g. FCT, F.C.Gulbenkian, etc.);	2 each	4.00
		Responsible for other research and development or experimental development projects (completed/ongoing);	2 each	4.00
		Collaborator in research and development projects (completed/ongoing) with assessment and external funding (e.g. FCT, F. C. Gulbenkian, etc.);	1 each	2.00
		Collaborator in other research and development or experimental development projects (completed/ongoing)	1 each	2.00
		Subtotal (R&DP)		<u>12.00</u>
		PC - Publications and Communications in the field of the tender (PC), to be assessed through the following items in which they are the author, including co-authorships (max 20 pts):		
		Author or Organiser of a technical-scientific book for leading academic publishers in the field of the tender;	2.0 each	4.00

	Author of book chapters with arbitration;	1.5 each	4.50
	Author of an article published or accepted in an indexed scientific journal;	1.5 each	6.00
	Author of an article published in non-indexed journals, conference proceedings, scientific meeting or book chapter;	1.0 each	3.00
	Author of oral communication / poster presented at scientific events with arbitration.	0.50 each	2.50
Subtotal (PC)			20.00
	OTA - Other Technical-Scientific Activities in the field of the tender (max. 8 pts) to be assessed through the following items:		
	Integrated member of a research unit funded by FCT, with a minimum classification of good;	0.5 p/year	1.00
	Collaborating member of a research unit funded by FCT, with a minimum classification of good;	0.5 p/year	1.00
	Member of scientific committees or organising committees for conferences or socio-educational scientific events;	0.25	1.00
	Supervision or co-supervision of completed doctoral theses;	0.5	1.00
	Supervision or co-supervision of completed master's dissertations / project work / internship reports;	0.25 each	1.00
	Examiner of doctoral theses;	0.25 each	1.00
	Examiner of master's dissertations / project work / internship reports;	0.25 each	1.5
	Participation in scientific journals and dissemination organisations as editor or	0.25 each	0.50

		reviewer/evaluator.		
		Subtotal (OTA)		<u>8</u>
TOTAL (TSPD)				40.00
40%	2 - Pedagogical Capacity of applicants (PD) - PD = TTEPD (max. 34 points) + PPMPD (max. 6 points) (max. 40 points)	<p>TTEPD - Teaching and Training Experience in the field of the tender (max. 34 pts), to be assessed through the following items:</p> <p>Length of service as a teacher in polytechnic or university higher education;</p> <p>Teaching of a course with content in the subject area in which the tender is open;</p> <p>Guidance/supervision and monitoring of student internships and curricular projects in the area of the tender;</p> <p>Organisation of professional training courses in the field for which the tender is open</p> <p>Organisation of socio-educational events</p>	1/semester	12.00
			1 each	8.00
			1 each	8.00
			0.5 each	4.00
			0.5 each	2.00
			Subtotal (PPMPD)	
				<p>PPMPD - Preparation of Pedagogical Material in the area of the tender (PPMPD), (max. 6 pts), to be assessed through the following items:</p> <p>Preparation of books to support teaching activities in subject areas;</p> <p>Preparation of other resources to support teaching activities.</p>
1 each	3.00			
Subtotal (PPMPD)				<u>6.00</u>
TOTAL (TTEPD)				40.00

20%	3 - Other Relevant Activities (ORA) - 20 points	ORA - Other Relevant Activities, (max. 20 pts) to be assessed through the following items:		
		Exercise of management functions and participation in collegiate bodies in higher education institutions;	1 p/year	2.00
		Exercise of management functions and participation in collegiate bodies in other entities;	1 p/year	2.00
		Coordination, execution and development of community liaison projects and activities in the area of the tender;	1.5 p/each	3.00
		Participation in working groups / programmes / projects or community liaison activities in the area of the tender.	1 p/each	3.00
		Participation in international mobility programmes;	1 p/year	2.00
		Teaching experience in kindergarten and/or primary education;	1 p/year	4.00
		Experience of socio-educational intervention in non-formal contexts	1 p/year	2.00
	Other activities that the jury considers relevant to the area of the tender.	1 p/each	2.00	
TOTAL (ORA)				20.00
TOTAL POINTS				100.00

Final classification (FC) = TSPD + PD + ORA