NOTICE

Call for Applications

Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of coordinating professor, in the field of Informatics**.**

1. Under 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, 2ndseries, nº 35, of 18 February 2011, as set out in my dispatch of 24-09-25, 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 coordinating professor level, in the field of Informatics., and is covered by a public sector employment contract of indeterminate duration.

2. Location – School of Technology of Setúbal, situated on the Setubal Campus of the Polytechnic Institute of Setubal (Escola Superior de Tecnologia de Setúbal – 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 one year 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. Salary position (article 35, Number 1, ECPDESP) – "The salary regime applicable to career teachers and teaching staff hired outside their career is set out in a specific diploma." — Decree-Law no. 408/89, 18 November, amended by Decree-Law no. 76/96, 18 June and Decree-Law no. 373/99, 18 September.

6. Job description – The coordinating professor will carry out functions set out in section 5 article 3º of ECPDESP.

7. 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, obtained for more than five years, in the specified area, or in an area linked to the area specified in the competition.

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8. Validity of the competition

   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.

9. Application form:

   9.1. Applications must be formalized by filling in the standard application form (form A), in paper form, written in Portuguese, available on the IPS website at:

   Conhecer → Organização → Divisão de Gestão de Pessoas → Recrutamento → Docentes → Formulários → Formulário de Candidatura a Concurso Documental

   9.2. The application (form A) must be accompanied by a simple photocopy of the qualification certificates, as proof that the candidate meets the application requirements referred to in paragraph 6 of this notice.

   9.3. When formalizing the application (form A), must also be accompanied by two copies, in digital format (pendrive) containing the following documents:

      a) Qualification certificates, proof that the candidate meets the requirements referred to in paragraph 6 of this notice;

      b) Other diplomas or certificates of the courses referred to in the curriculum vitae, as well as other documents that facilitate the formation of a judgment on the aptitudes of the candidates for the exercise of the functional content of the category of associated professor;

      c) Detailed curriculum vitae, dated, signed, mandatorily organized according to the evaluation grid, and without containing personal data of a confidential nature (namely affiliation, marital status, residence address, and email, mobile / telephone contacts);

      d) Work and proof of activities mentioned in the curriculum vitae.

   9.4. Applications must be submitted, in a closed envelope, with the proper identification of the candidate's name, the notice number published in Diário da República and the BEP offer code, in one of the following ways:

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a) By registered mail, with acknowledgment of receipt, addressed to the President of IPS, to: Polytechnic Institute of Setúbal, Headquarters Building, IPS Campus, Estefanilha, 2910 761, Setúbal, until the deadline for submitting applications, valid for the date affixed to the registration as the date of dispatch, for the purpose of meeting the respective deadline;

b) Delivered personally to the Human Resources Department of IPS, during office hours, until the deadline for submitting applications;

9.5. In order to promote the most appropriate classification of the curriculum elements, candidates must organize the curriculum vitae in accordance with the evaluation grid approved by the jury of the respective competition, as well as present the documents on the pendrives according to that same organization, with the due hyperlinks of the items referred to in the CV to the respective documents, under penalty of not having the elements valued in each of the items of the evaluation grid.

9.6. Failure to present the works and proof of activities mentioned in the curriculum vitae submitted by the candidate implies the non-valuation of the elements in each of the items of the evaluation grid.

9.7. Applications sent by email are not accepted.

9.8. Candidates with foreign qualifications must prove their recognition, equivalence or registration of a doctoral degree, under the terms of the applicable legislation, obtained up to the deadline for the submission of applications to this competition.

9.9. False statements will be punished under the law.

10. Selection and ranking criteria:

Based on this evaluation, each member of the jury proceeds to rank the candidates, with the final ranking being determined by successive votes for first place, second place, and so on until the list of candidates is exhausted. Each jury member's vote is justified based on their individual ranking. This results in the final ranking of the candidates. The final score awarded to each candidate (from 0 to 100 points) will be the simple average of the scores given by each jury member.

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If the score calculated in the previous step does not reflect the final ranking obtained, the candidates will be evaluated and ranked jointly and consensually by the jury members, based on the grid. In this way, each candidate's score and final ranking will be obtained, with absolute merit approval for candidates who obtain a total score equal to or greater than 50 points.

11. Evaluation grid:

Criteria	Weighting	Points
1. Technical-scientific and professional performance with relevance in the disciplinary area.	**45%**	
1.1 RESEARCH AND DEVELOPMENT PROJECTS (Max. 100 points)	**7%**	
a) Responsible for projects with evaluation and external funding (e.g., FCT, European projects)		up to 10 each
b) Responsible for other projects with competitive funding.		up to 6 each
c) Responsible for other projects		up to 4 each
d) Collaborator on projects with evaluation and external funding (e.g., FCT, European projects)		up to 5 each
e) Contributor to other projects with competitive funding.		up to 3 each
f) Contributor to other projects		up to 2 each
1.2 Scientific Publications and Patents (Max. 100 points)	**15%**	
a) Author or co-author of a technical-scientific book		up to 12 each
b) Book editing or special issue of scientific journals		up to 6 each
c) Editing of proceedings for scientific events.		up to 4 each
d) Publication of articles in international scientific journals indexed in Scopus or WOS in the 1st quartile.		up to 8 each
e) Publication of articles in international scientific journals indexed in Scopus or WOS in the 2nd quartile.		up to 5 each
f) Publication of articles in an indexed, peer-reviewed international scientific journal.		up to 3 each
g) Publication of technical and scientific articles in other peer-reviewed journals, or book chapters.		up to 4 each
h) Publication of technical and scientific articles in proceedings of international conferences with Core indexing (categories A+, A) or equivalent.		up to 8 each
i) Publication of technical and scientific articles in proceedings of international conferences indexed in Core B category or equivalent.		up to 5 each
j) Other technical and scientific articles in conference and workshop proceedings.		up to 3 each

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k)	Registered patents		up to 12 each
1.3 Presentations at Scientific Events (Max. 100 points)		**3%**	
a)	Communications (panels, keynote speaker, oral presentations) at international scientific events		up to 4 each
b)	Communications (panels, keynote speaker, oral presentations) at national scientific events		up to 2 each
c)	Other communications (panels, oral presentations) and seminars		up to 1 each
1.4 TECHNICAL-SCIENTIFIC ORGANIZATION (Max. 100 points)		**5%**	
a)	Member of scientific units/groups funded by the FCT.		up to 1 per year
b)	Member of other Research Units/Centers		up to 1 per year
c)	Reviewing articles for international or national journals or book chapters.		up to 1 for each
d)	Reviewing articles for international or national conferences.		up to 1 for each
e)	Reviewer of international or national research projects.		up to 3 per
f)	Responsible/co-responsible for scientific committees of international or national technical-scientific congresses/seminars.		up to 3 per
g)	Responsible for/co-responsible for organizing committees of international or national technical-scientific congresses/seminars.		up to 3 per
h)	Member of scientific committees of international or national technical-scientific congresses/seminars.		up to 1 for each
i)	Member of organizing committees for international or national technical-scientific congresses/seminars.		up to 1 for each
j)	Member of the editorial board of scientific journals indexed in SCOPUS or WOS.		up to 3 per
k)	Member of the editorial board of other scientific journals.		up to 2 per
l)	Other technical and scientific organizational activities		up to 2 per
1.5 SUPERVISION/CO-SUPERVISION OF THESES/DISSERTATIONS/REPORTS LEADING TO ACADEMIC DEGREES (Max. 100 points)		**5%**	
a)	Supervision and co-supervision of doctoral theses (completed)		up to 8 each
b)	Supervision and co-supervision of Master's theses/projects/internships (completed)		up to 2 each
1.6 Participation in Academic Examination Juries (Max. 100 points)		**4%**	
a)	Doctoral Thesis Examiner		8 each

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b)	Dissertation/Project/Master's Internship Advisor		2 each
c)	Member of the Doctoral Examination Board (non-supervisor)		4 each
d)	Member of the Jury (not supervisor and not coordinator of the Master's program) for Master's Dissertation/Project/Internship		1 each
e)	Argument of the Jury for Expert Examinations		5 each
f)	Member of the Expert Examination Jury		2 each
1.7 Professional Activities Relevant to the Disciplinary Area (Max. 100 points)		**6%**	
a)	Contractual provision of services abroad, including studies, projects, opinions or others.		up to 6 each
b)	Professional experience in a relevant field outside of academia.		up to 1 per year
c)	Other activities considered relevant		up to 3 each
2. TEACHING CAPACITY		**35%**	
2.1 TEACHING (Max. 100 points)		**20%**	
a)	Proven teaching experience in higher education (polytechnic or university)		up to 1 per year (*)
b)	Number of distinct curricular units (in at least 50% of the CU content) taught in the area.		up to 2 each
c)	Responsible for distinct curricular units in the area.		up to 2 each
2.2 Teaching Materials (Max. 100 points)		**10%**	
a)	Preparation of course notes/manuals/videos to support teaching that cover at least 75% of the course content.		up to 7 per UC
b)	Development of other teaching support materials.		up to 3 per UC
c)	Development of blended/e-learning activities and other pedagogical innovations.		up to 4 per UC
2.3 OTHER EDUCATIONAL ACTIVITIES (Max. 100 points)		**5%**	
a)	Guidance and mentoring of students in undergraduate projects/internships.		up to 2 each
b)	Guidance and mentoring of students in CTeSP internships.		up to 1 each
c)	Member of the Jury (not a supervisor or course coordinator) for a Bachelor's Degree Project/Internship.		1 each
d)	Member of the Internship Jury (not a supervisor or course coordinator) for CTeSP (Professional Higher Technical Courses).		1 each

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e)	Trainer of Pedagogical Training Courses		up to 2 each
f)	Graduate of Teacher Training Courses		up to 1 each
g)	Organization of educational events		up to 2 each
h)	Other educational activities		up to 1 each
3. OTHER ACTIVITIES RELEVANT TO THE IPS MISSION		**20%**	
3.1 ADMINISTRATIVE MANAGEMENT AND PARTICIPATION IN COLLEGIATE BODIES (Max. 100 points)		**15%**	
a)	Presidency of a statutory management body		up to 5 per semester
b)	Department coordinator or course coordinator		up to 3 per semester
c)	Participation in management bodies, participation in department coordination, course coordination, and in technical-scientific or pedagogical committees designated by the governing bodies.		up to 2 per semester
d)	Participation in cross-functional services/units of the Higher Education Institution		up to 2 per semester
e)	Laboratory responsibility		up to 1 per semester
f)	Participation in juries for local entrance exams, accreditations, recognition of skills, and M23 exams.		up to 2 per
g)	Participation in Evaluation/Restructuring/Proposal Committees for Courses (CET, CTeSP, Bachelor's Degree, Master's Degree, Postgraduate Studies)		up to 2 per
h)	Degree-granting course evaluator		up to 3 per course
i)	Other activities considered relevant		up to 1 for each
3.2 Participation in Community Engagement Activities (Max. 100 points)		**5%**	
a)	Coordination of community relations activities		up to 2 per
b)	Participation in community relations activities or in promoting the courses/institution.		up to 1 for each
c)	Participation in International Mobility programs (e.g., Erasmus)		up to 2 per
d)	Elected member of institutional bodies and professional associations.		up to 1 per body/order
e)	Participation in bodies external to the IPS representing the School or the IPS.		up to 1 for each
f)	Other participations		up to 1 for each

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TOTALS	100%

12. Complementary information to the Evaluation and Selection process.

   12.1. 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

   12.2. The minutes of the jury will be made available to applicants on request.

   12.3. The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.

   12.4. The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.

13. The composition of the jury, is as follows:

President

Victor Manuel de Carvalho Fernão Pires, Principal Coordinating Professor at the Higher School of Technology of Setúbal, of Polytechnic Institute of Setúbal, named as President of the Jury under paragraph a) of nº 1 of Article 23º of ECPDESP.

Members of the jury

Alcina Maria Narciso Prata, Coordinating Professor at the Higher School of Technology of Setúbal, Polytechnic Institute of Setúbal;

Miguel Angel Guevara López, Coordinating Professor at the Higher School of Technology of Setúbal;

Isabel Sofia Sousa Brito, Coordinating Professor at the School of Technology and Management of the Polytechnic Institute of Beja;

José Miguel De Oliveira Monteiro Sales Dias, Full Professor at the Higher Institute of Labor and Business Sciences of the University Institute of Lisbon;

Carlos José Corredoura Serrão, Associate Professor at the Higher Institute of Labor and Business Sciences, University Institute of Lisbon.

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14. 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.

15. The present notice is published in the following:

    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 https://euraxess.ec.europa.eu in English;

    d)   On the IPS website at https://www.ips.pt/ips in Portuguese and English..

Instituto Politécnico de Setúbal.

The President,