

LISBON POLYTECHNIC INSTITUTE

PUBLIC NOTICE

Under the terms and conditions of Articles 3, 5, 10-B, 15, 15-A, 17 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 the *Diário da República*, Series II, No. 19, of 28 January, amended by Amendment Declaration No. 244/2010, published in the *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 (IPL), it is hereby made public, by order of the President of the Lisbon Polytechnic Institute, of 29 January 2025, proffered in the use of competences provided for in paragraph 1(d) of Article 92 of Law No. 62/2007 of 10 September, and paragraph 1 (d) of Article 26 of the Normative Order No. 20/2009 of 13 May, published in the *Diário da República* Series II, No. 98 of 21 May, amended and republished through Annex of the Normative Order no. 5/2025, published by the *Diário da República*, Series II, No. 71 of 10 April, that for a period of 30 working days from the publication of the present Public Notice in the *Diário da República*, applications are now invited for the purpose of filling a teaching vacancy for 2025 at the College of Theatre and Cinema (ESTC) of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process — Document Based.
- 2.** Category - Adjunct Professor.
- 3.** Scientific Area — Editing, Cinema Department.
- 4.** Time period — The selection process ends once the vacancies contained in the Public Notice are filled, as provided for in Article 38 of Order no. 1979/2010, of 28 January.
- 5.** Functional Content — As described in Article 3 (4) of ECPDESP.
- 6.** Applicable legal relation mode — Public service employment contract for an indefinite period with a trial period of five years, in accordance with Article 10-B of ECPDESP.
- 7.** Admission requirements — Applicants for the above-mentioned post should meet the conditions laid down in Article 17 of ECPDESP and hold a PhD or Specialisation in the subject area of Editing or Cinema.
- 8.** Applications — Formal applications should be submitted to the President of the Lisbon Polytechnic Institute, and sent to the following email address: nrh@estc.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 identity card/citizen card 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 applicant is applying for and of the *Diário da República* edition in which the present Public Notice was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.

10. Application Process — Applicants should submit the following documents in making the application:

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);

- a) Criminal record certificate;
- b) Medical certificate confirming the applicant's physical condition and psychological profile to perform public service, issued by a practising doctor;
- c) Compulsory vaccination record, duly updated;
- d) Documents proving that the applicant meets the legal provisions stipulated in point 7 of this Public Notice;
- e) Detailed *Curriculum Vitae*, dated and signed by the applicant, in PDF format;
- f) Supporting documentation referred to in the *curriculum vitae*, in PDF format;
- g) Complete list of all the documentation submitted.

10.1 Whenever deemed necessary, the jury may request the submission of additional information to the information contained in the submitted *curriculum*.

11. Exemption from the submission of documents – Exemption from the submission of the documents mentioned in 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 graduate and post-graduate courses, with an indication of the grades, dates and institutions where they were obtained;
- c) Training and professional experience;

- d) Participation in innovative projects, meetings, seminars and other meetings of a similar nature (the information provided will be used to assess the applicant's levels of intervention and responsibility, as well as the outcomes of such initiatives);
- e) Research, technical or didactic work undertaken (the information provided shall enable the assessment of skills, through an analysis of the quality of the work carried out);
- f) Publications (the information provided shall allow for the assessment of skills, through an analysis of the quality of the published works) — applicants should select and submit no more than 10 of their most representative publications;
- g) Other relevant experience for the present application;

13. The *curriculum vitae* presented must be organised in accordance with the structure, order and numbering of the selection, ranking and classification criteria set out in number 14 of this Public Notice, and failure to comply with these requirements will result in these details being ignored. The *curriculum vitae* must:

- a) Be duly dated and signed;
- b) Present each activity in the form of a numbered index corresponding to each of the criteria, chronologically ordered, from the most recent to the oldest;
- c) Match each ordered and numbered activity with the corresponding proof, in order to enable it to be correctly identified and checked.

14. Selection criteria and classification of applicants – In compliance with the terms of Article 15-A and 23 of ECPDESP and Article 26 of Order 1979/2010, published in the *Diário da República*, Series II, No. 19, of 28 January, amended by Amendment Declaration No 244/2010, published in the *Diário da República*, Series II, No. 26 of 08 February, the Jury, at a preliminary meeting held on 27 March 2025, approved the following parameters, criteria and weighting, with a view to assessing and shortlisting the applicants. Their curriculum vitae must be organised in accordance with these criteria:

a) Technical, Scientific and/or Professional Performance in the field (45%) — TSPP

- a1. Technical, scientific and professional experience of the applicant in the area in question (20%);
- a2. Coordination or participation in research, scientific innovation and/or cultural and artistic creation projects in the subject area in question (10%);
- a3. Scientific and/or artistic production and publications relevant to the area in question, and other work of a scientific, technical and artistic nature (7%);
- a4. Guidance, participation and debate on selection boards for dissertations, project work and traineeship reports in the area in question (3%).

- a5. Scientific and artistic extension activities (communications, participation in artistic events, community services and project development with other community entities, as relevant to the subject area in question) (5%).

b) Assessment of Teaching Experience in the field (40%) — ATE

- b1. Proven teaching experience, in higher education, of curricular modules in the area of the subject area in question (15);
- b2. Follow-up of editing processes in the production of films and supervision of curricular internships in higher education, in the subject area in question (10);
- b3. Responsibility for curricular modules taught (type and diversity), in higher education, and supervision of pedagogical activities related to the subject area in question (5%);
- b4. Examples of academic materials produced on topics involving the subject area in question (4%);
- b5. Participation in selection process juries, evaluation panels, groups and/or committees of a pedagogical-scientific nature (3);
- b6. Other pedagogical activities in the area or related areas (3);

c) Other Relevant Activities for the Higher Education Institution (15%) - OA

- c1. Performance of positions and participation in management bodies and activities in the area in question or related areas (5);
- c2. Participation in institutional work committees and performance of duties and temporary assigned tasks (5%);
- c3. Participation in other activities relevant to the institution's mission, namely community engagement and organisation of cultural and artistic events (5%).

Final Classification (TSPP 45%) + (ATE 40%) + (OA 15%)

- 15.** Jury – By order of the President of the Lisbon Polytechnic Institute (IPL), of 29 December 2025, published through Order 1614/2025, published in the *Diário da República*, Series II, No. 24 of 4 February, amended through Amendment Statement 195/2025/2, *Diário da República*, Series II, No. 37, of 21 February 2025, the Jury shall be composed as follows:

President:

Marta Filipe de Matos Ribeiro Mendes, Coordinating Professor at the College of Theatre and Cinema, by delegation of powers from the President of the Polytechnic Institute of Lisbon.

Permanent Members:

Ana Isabel Candeias Dias Soares, specialist of recognized merit under subparagraph iii, of paragraph a), of article 12 (1), of Order no. 1979/2010 (Regulation of selection processes for the recruitment of teaching staff at the Polytechnic Institute of Lisbon);

Catarina Sousa Brandão Alves Costa, Associate Professor at the Faculty of Social and Human Sciences of the University Nova of Lisbon;

José Bogalheiro, Coordinating Professor of the College of Theatre and Cinema of the Lisbon Polytechnic Institute;

Manuela Maria Fernandes Penafria, Associate Professor in the Department of Arts and Letters at the University of Beira Interior;

Pedro da Silva Ribeiro, specialist of recognized merit under subparagraph iii, of paragraph a), of article 12 (1), of Order no. 1979/2010 (Regulation of selection processes for the recruitment of teaching staff at the Polytechnic Institute of Lisbon).

Alternate Members:

António de Sousa Dias de Macedo, Associate Professor at the Faculty of Fine Arts, University of Lisbon;

Manuela Viegas, specialist of recognized merit under subparagraph iii, of paragraph a), of article 12 (1), of Order no. 1979/2010 (Regulation of selection processes for the recruitment of teaching staff at the Polytechnic Institute of Lisbon).

16. Admission, assessment and classification of applicants – once the application period ends, the jury meets to consider the admission and proceed with the assessment and classification of applicants in accordance with the criteria set out in point 13 of this Public Notice.

16.1 The selection procedure may be terminated for a duly justified reason by the President of IPL respecting the general principles of administrative activities as well as the legal and regulatory limits on recruitment.

17. Absolute merit is gauged on the basis of the *curriculum vitae* of each applicant in the area in question, under the terms laid down in point 13 of this Public Notice. Applicants who do not reach a classification of 50% or higher in the jury's assessment will be excluded.

18. Prior hearing - In the event of an applicant 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.

- 19.** Public hearings – Under the terms laid down in Article 23 (4) (b) of ECDESP, the jury may conduct public hearings on an equal footing for all applicants.
- 20.** Consulting the process – The selection process can be consulted by the applicants who wish to do so, at the facilities of the College of Theatre and Cinema, in the Human Resources department, located at Avenida Marquês Pombal no. 22 – B, 2700-571 Amadora, on weekdays, from 10 am to midday and from 2 pm to 4 pm.
- 21.** Recruitment conditions — The shortlisted applicants will be contracted under the terms and conditions which fulfil the provisions laid down in Article 33 of Law no. 45A/2024, of 31 December (State Budget Law for 2025).
- 22.** 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, 25 August 2025. The President of the IPL – Professor António José da Cruz Belo.