

LISBON POLYTECHNIC INSTITUTE

PROCLAMATION

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 Dispatch 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 (IPL), it is hereby made public, by dispatch of the President of the Lisbon Polytechnic Institute, of 28 November 2023, in Article 92(1)(d) of Law No. 62/2007 of 10 September, and Article 26(1)(d) of the Normative Dispatch No. 20/2009 of 13 May, Diário da República Series II No. 98 of 21 May, that, for a period of 30 working days from the publication of the present proclamation in Diário da República, applications are now invited for the purpose of filling one teaching vacancy scheduled for 2023 at the School of Communication and Media Studies of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process — Document Based.
- 2.** Category - Adjunct Professor.
- 3.** Subject Area — Subject area of Public Relations and Organisational Communication, of the Public Relations and Organisational Communication section
- 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 paragraph 4 of Article 3 of ECPDESP.
- 6.** Applicable legal relation mode — Public service employment contract for an indefinite period, in accordance with Article 10 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 in question, or comparable subject area.
- 8.** Applications — Formal applications should be submitted to the President of the IPL via the following email address: atendimento.adjunto.rpco@escs.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 (without any 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 conditions referred to in point 7 of this notice, namely the recognition of foreign degrees by Higher Education Institutions in Portugal;
 - f) Detailed *curriculum vitae*, dated and signed by the applicant - the curriculum vitae must be set out according to the criteria in point 13.
 - g) Proof of all documentation referred to in the *curriculum vitae*;
 - h) Complete list of all documentation submitted.
- 10.1.** Whenever appropriate, the jury reserves the right to request further documentation related to the curriculum vitae submitted.
- 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 and titles (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 candidate's levels of intervention and responsibility, as well as the end results of such initiatives);
- e) Technical or didactic research 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) – candidates should select and submit no more than 10 of the most representative publications;
- g) Other relevant experience for the present application;

13. Selection criteria and classification of candidates – In compliance with the terms of Article 15-A and 23 of ECPDESP and Article 26 of Dispatch 1979/2010, published in *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, the Jury, at a preliminary meeting held on 7 January 2024, approved the following parameters, criteria and considerations, with a view to evaluating and shortlisting candidates, and their curriculum vitae must be organised in accordance with the following criteria:

<i>Evaluation criteria for the recruitment of an adjunct professor for the subject area of Public Relations and Organisational Communication, of the Public Relations and Organisational Communication section</i>	%
<p>a) <u>Technical, Scientific and/or Professional Performance in the field (45%)</u></p> <p>a1. Scientific, technological and socio-economic knowledge dissemination activities (moderator in talks, seminars or conferences, member of the editorial or scientific arbitration/review board of technical journals, community services, etc.).</p>	5

a2. Coordination and participation in scientific projects, supervision, argument and participation in juries of research work, dissertations, internship reports and Master's projects and organisation of scientific events, as well as other technical and scientific activities relevant to the area of Public Relations and Organisational Communication.	15
a3. Books, book chapters and articles, communications at scientific or professional events taking into account quality factors, including publication in peer-reviewed scientific journals indexed in Scopus, Scielo and Web of Science; publication by publishers with an open science policy and specialising in the subject area in question.	15
a4. Relevant and duly proven professional experience in the area of Public Relations and Organisational Communication.	10
b) <u>Teaching Ability in the area (40%)</u>	
b1. Actual experience in teaching curriculum units in the area in question.	15
b2. Supervision of pedagogical activities (responsibility and preparation of curriculum unit programmes) in the area in question.	10
b3. Participation in selection process juries, assessment panels and other relevant pedagogical activities.	
b4. Participation in preparing proposals for undergraduate and master's courses that have been subject to approval by A3ES; participation in developing postgraduate curriculum plans; participation in developing curriculum plans for short courses.	10 5
c) <u>Other activities relevant to the Higher Education Institution (15%)</u>	
c1. Holding positions and participation in management activities and bodies of the institution.	
c2. Participation in institutional work groups/committees, activities to publicise the institution.	5
c3. Coordination, execution and development of practical projects and activities within the applicant's socio-professional environment.	5 5
TOTAL	100

14. Jury – By dispatch of the President of the Lisbon Polytechnic Institute, dated 28 November 2023, published by Order No. 12917/2023 in the Diário de República, Series II, No. 241 of 15 December 2023, the Jury shall be composed as follows:

President:

Dr André do Couto Sendin, President of the School of Communication and Media Studies of the Lisbon Polytechnic Institute, by delegation of powers of the President of the Lisbon Polytechnic Institute.

Permanent Members:

Dr Antonio Castillo Esparcia, Full Professor at the University of Malaga;

Dr Sónia Margarida Pedro Sebastião, Full Professor at the School of Social and Political Sciences at the University of Lisbon;

Dr Sandra Cristina Martins Pereira, Coordinating Professor at the School of Social Communication and Media Studies of the Lisbon Polytechnic Institute;

Dr Fernando Vasco Moreira Ribeiro, Associate Professor at the Faculty of Arts of the University of Porto.

Alternate Members:

Dr Teresa Augusta Correia Pinto Ruão, Associate Professor with the Aggregation of the Institute of Social Sciences at the University of Minho;

Dr Ana Mafalda Gonçalves Eiró Gomes, Coordinating Professor at the School of Social Communication and Media Studies of the Lisbon Polytechnic Institute.

- 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 facilities of the School of Communication and Media Studies located on the IPL Benfica Campus, 1549-014 Lisbon, from 10am to 12pm and from 2pm to 4pm.
- 20.** Recruitment conditions - Shortlisted candidates will be contracted under the terms and conditions which allow for the provisions laid down in Article 22 of Law No. 82/2023 published in Diário da República, series II, no. 250 of 29 December (State Budget 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, 12 March, 2024. President of IPL - Dr Elmano da Fonseca Margato.