

## **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 30 July 2020, in 1(d) of Article 92 of Law No. 62/2007 of 10 September, and paragraph 1(d) of Article 26 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 a teaching vacancy scheduled for 2020 at the Higher School of Theatre and Cinema (ESTC) of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process — Document Based.
- 2.** Category - Associate Professor.
- 3.** Subject Area – Voice.
- 4.** Application validity - The application is valid only for the job specified, and expires once submitted.
- 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 with a trial period of five years, in accordance with article 10- B of ECPDESP.

**7.** Admission requirements — Applications for the above-mentioned position 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 either by hand or by recorded delivery registered post to the following address: Instituto Politécnico de Lisboa, Estrada de Benfica, no. 529, 1549-020 Lisbon.

**9.** Application requirements — Submission of the following information is mandatory: full name; parents' names; date and place of birth; number and date of identity document/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* (Official Gazette of Portugal) edition 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 document or citizen card;
- b) Criminal record certificate;
- c) Medical certificate confirming the applicant'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 applicant complies with the legal provisions stipulated in paragraph 7 of the present proclamation;
- f) A hard copy of a detailed curriculum vitae, dated and signed, and another copy of the CV in PDF digital format;
- g) A hard copy of all the supporting documentation mentioned in the curriculum vitae, and another copy in PDF digital format;
- h) Complete list of all documentation submitted.

10.1. Whenever deemed necessary, 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 (degrees, grades, dates and institutions where they were obtained);
- b) Other official graduate and post-graduate courses, including the grades, dates and institutions where they were obtained;
- c) Training and work experience;
- d) Participation in innovative projects, meetings, seminars and other meetings of a similar nature (the information provided must enable assessment of the applicant's role and responsibility in such initiatives, as well as the end results of them);
- e) Technical or didactic research work undertaken (the information provided must enable the assessment of skills, through an analysis of the quality of the work carried out);
- f) Published work (the information provided must enable assessment of skills, through an analysis of the quality of the published works) – applicants should select and submit no more than 10 of the most representative publications (2 copies per publication, when not available in digital format);
- g) Other relevant experience for the 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 15 February 2021, approved the following parameters, criteria and considerations, in view of the evaluation and shortlisting of candidates, and their *curriculum vitae* must be organised in accordance with them:

**a) Technical, scientific and professional performance (45%)**

- a1. Academic qualifications and degrees (6%);
- a2. Coordination or participation in national and international artistic or scientific research and innovation projects in the area of the specialisation in question (6%);
- a3. Scientific/artistic production relevant to the area of the specialisation in question, and other work of a didactic/pedagogical nature (18%);
- a4. Participation in national and international networks of an artistic, scientific and pedagogical nature – (5%);
- a5. Supervision/co-supervision of theses and dissertations for academic degrees (5%);
- a6. Activities of a scientific and artistic nature (member of an editorial board, review/scientific arbitration, member of scientific and event organisation committees) (5%).

**b) Teaching Ability – TA (40%)**

- b1. Higher education teaching experience at initial, ongoing and graduate-level in subject areas related to the specialisation in question (15%);
- b2. Experience in monitoring and supervising training activities in the area of the specialisation in question (10%);
- b3. Participation in exam juries and/or academic and professional selection boards (5%);
- b4. Coordination of syllabus modules and diversity of the syllabus modules taught (6%);

b5. Pedagogical material produced related to the specialisation of the subject area in question (4%).

**c) Other Activities - OA (15%)**

- c1. Coordination and participation in educational management and/or art management boards and activities (4%);
- c2. Coordination and participation in scientific/pedagogical departments, work groups/committees and task forces (4%);
- c3. Other activities relevant to the institution's mission, namely community engagement and cultural and artistic outreach (7%).

Final Classification (FC) = (TSPP 45%) + (PC 40%) + (OA 15%)

**14.** Jury – By dispatch of the President of the Lisbon Polytechnic Institute, dated 30 July 2020, published by Proclamation No. 9110/2020 published in the Diário da República, Series II, No. 187 of 24 September, the Jury shall be made up of the following members:

President:

- Dr. David João Neves Antunes, President of the Higher School of Theatre and Cinema of the Lisbon Polytechnic Institute, by delegation of powers of the President of the Lisbon Polytechnic Institute;

Permanent Members:

- Dr. Carlos Jorge Pessoa Ribeiro, Coordinating Professor at the Higher School of Theatre and Cinema of the Lisbon Polytechnic Institute;
- Professor Manuel Pedro Ferreira, Full Professor at the Faculty of Social Sciences and Humanities of the Universidade Nova de Lisboa;
- Professor Rui Fernando Vieira Nery, Associate Professor at the Faculty of Social Sciences and Humanities of the Universidade Nova de Lisboa;

- Professor Avelino Fernando Pinheiro Bento, retired Coordinating Professor of the School of Education and Social Sciences of Portalegre Polytechnic Institute;
- Professor Paulo Ferreira de Castro, Associate Professor of the Faculty of Social Sciences and Humanities of the Universidade Nova de Lisboa.

Alternate Members:

- Professor Carlos Fernando da Silva Marecos, Coordinating Professor of the Lisbon Higher School of Music of Lisbon Polytechnic Institute;
- Professor Maria João Reis e Sousa de Matos, Coordinating Professor, now retired, of the National Film and Theatre School of Lisbon Polytechnic Institute;
- Professor Jorge Manuel Nunes Ramos do Ó, Coordinating Associate Professor of the Institute of Education of the University of Lisbon.

**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 paragraph 13 of this Proclamation.

15.1 The selection procedure may be terminated for a duly grounded reason by 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 applicant's *curriculum vitae*, relevant in the area to which the present proclamation refers, under the terms laid down in paragraph 13 above. Applicants who do not obtain a classification of at least 50% in the jury's assessment will be excluded.

**17.** Prior hearing – In the event of an applicant being excluded for non-compliance with the legal requirements, or due to 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.** Enquiries – The selection process may be consulted by those candidates wishing to do so through the President's Office of the Lisbon Polytechnic Institute from 10:00 – 12:00 and 14:00 – 16:00.

**20.** Recruitment conditions - Shortlisted applicants will be contracted under the terms and conditions which allow compliance with the provisions laid down in Article 46 of Law No. 75-B/2020 of 31 December (State Budget Law for 2021).

**21.** Pursuant to Article 9(h) of the Constitution, the IPL actively promotes, as an employer, 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, 15 April. President of IPL - Dr. Elmano da Fonseca Margato.