

POLYTECHNIC INSTITUTE OF VISEU

Tender Notice n.º 12049/ 2023

Summary: Document-based competition to recruit a permanent Associate Professor for the School of Education of the Polytechnic Institute of Viseu

Documental competition procedure for the recruitment of an Associate Professor in the form of an Indefinite Period public employment contract, for the subject area of Communication Sciences, sub-specialty of Radio

1 - In accordance with the Career Statutes for Teaching Staff in Polytechnic Higher Education (Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico [ECPDESP]), approved by Decree-Law n.º 185/81, of July 1st, as amended by Decree-Law n.º 69/88, of March 3rd, by Decree-Law n.º 207/2009, of August 31st, and by Law n.º 7/2010, of May 13th, and in accordance with Regulation n.º 754/2010, of September 28th, and with the Regulations covering the Recruitment and Hiring of Teaching staff of the Polytechnic Institute of Viseu for an Indefinite Period, it is hereby announced, by Order of issued by the President of the Polytechnic Institute of Viseu of December 19th 2022, that a document-based competition is open for a period of 30 business days, to recruit a permanent Associate Professor, in the form of an Indefinite Period public employment contract with a five-year probationary period, in compliance with Decree-Law n.º 207/2009, article 10.º-B, of August 31st, as amended by Law n.º 7/2010, of May 13th, and will be for the teaching staff of the School of Education of the Polytechnic Institute of Viseu for the subject area of Communication Sciences, sub-specialty of Radio.

2 - Validity period - the competition is exclusively intended to fill the above-mentioned position, and it will thereby expire upon its provision.

3 – Workplace: School of Education of the Polytechnic Institute of Viseu.

4 - Functions - those described in article 2.º-A and n.º 4 of the article 3.º of the ECPDESP for the category of Associate Professor.

5 — Remunerative position: it will be determined in accordance with the remunerative statute applicable to the teaching staff of polytechnic higher education, approved by Decree-Law No. 408/89, of November 18th under the terms of Article 35, n.º 1 of the ECPDESP.

6 — Admission requirements:

6.1 — In compliance with article 17 of the General Labor Law on Public Service Employment, approved by Law No. 35/2014, of June 20th, and Article 12-B of the ECPDESP, only candidates who meet the following general requirements cumulatively by the application deadline may apply:

- a) To be 18 or older
- b) Not to be inhibited to holding public functions nor forbidden to perform the functions to which they are applying for;
- c) To possess the physical and mental health required for perform the functions to which they are applying;

d) To meet the compulsory vaccination requirements.

e) Foreign candidates must possess fluency in spoken and written Portuguese, and may be subject to specific tests in case they are not from Portuguese-speaking countries.

6.2 - In compliance with article 17 of ECPDESP, candidates with a PhD degree in Communication Sciences or the title of specialist in the referred specialty may apply. The specialist title mentioned in article 17 of ECPDESP refers to the provision of article 48 of Law No. 62/2007, of September 10th, and Decree-Law No. 206/2009, of August 31. Candidates with qualifications obtained abroad must prove the recognition, equivalence or registration of the PhD degree in accordance with applicable legislation.

7 - Application procedure:

7.1 - In order to apply, candidate have to complete a written request addressed to the President of the Polytechnic Institute of Viseu. The request must be delivered in person or by registered mail to the following address: Av. José Maria Vale de Andrade, Campus Politécnico, 3504-510 Viseu – Portugal - between 10:00 a.m. and 12:00 p.m. and 2:00 p.m. and 5:00 p.m. – until the deadline, and must contain the following elements:

a) The candidate's full identification (full name, date of birth, nationality, civil identification number, postal and electronic address, telephone number, marital status);

b) Academic qualifications and/or professional/academic titles with final classification;

c) Professional category, department or disciplinary area to which the candidate belongs, length of service as a Higher Education Lecturer and Institution to which he/she belongs, if applicable;

d) Any other elements that the candidate considers relevant to influence the assessment of his/her merit or may constitute a reason for legal preference;

e) Identification of the competition to which he/she is applying and reference to the Diário da República in which this notice was published;

f) List of documents that are submitted along with the application;

g) Date and signature.

7.2 — Applications sent by email will not be accepted.

8 — Application:

8.1 — The candidate must submit the following documents, duly numbered and identified, along with the application:

a) A copy of the applicant's ID card;

b) A declaration, under commitment of honor and in separate paragraphs, regarding their situation in relation to:

Not being inhibited from the exercise of public functions or being prevented from exercising the functions they are applying for;

Having the physical robustness and psychological profile required to the exercise of the functions they are applying for;

Having complied with mandatory vaccination requirements.

c) Certified copy of the documents proving that the candidate holds a PhD degree or the specialist title that meets the requirements defined in Decree-Law No. 206/2009 of August 31st, or, if the candidate holds a foreign qualification, a certified copy of the recognition, equivalence or registration of the PhD degree in Portugal, in compliance with applicable legislation;

d) Document proving the candidates' professional category, length of service and institution where the candidate currently works, where applicable;

e) A paper copy of the candidate's Curriculum Vitae and another copy in digital format in PDF (on a USB drive), both dated and signed by the candidate, containing all relevant information for the evaluation of the application, organized according to the selection and ranking criteria set out in the notice, along with the respective supporting documents;

f) Complete list of the documentation submitted. A non-editable format listing (on a USB drive) that contains the exact identification of all the documents attached to the curriculum vitae (name of each file).

g) The structure of the curriculum must be fully in line with the "Operationalization of the parameters and criteria for curriculum evaluation", following the order of the parameters and items to be evaluated and all the validated supporting documents must be attached

h) Portfolio documenting the professional experience of producing journalistic content in the radio specialty in the last decade;

i) Filling in of Form A - Curriculum and Professional Evaluation Grid by candidates with a clear and objective indication of the correspondence of the submitted evidences of the marked activities. After completing Form A - Curriculum and Professional Evaluation Grid, it must be included in the pen drive.

j) Form A - Curriculum and Professional Evaluation Grid containing the selection and seriation criteria and respective weighting assigned to each of the selection methods to be used, the classification grid and the final evaluation system is available on the IPV's online page at the following address: <http://www.ipv.pt>.

8.2 - Under the terms of paragraph a) of n.º 4 of article 23.º of the ECPDESP, the jury may, whenever deemed necessary, ask the candidates to hand over the original version of any document attached to their curriculum vitae, or any other complementary document. The jury will also be responsible for setting the deadline dates.

8.3 — The documents referred to in points e) and f) of section 7.1 of this document must be necessarily submitted in non-editable format (PDF) in digital support (pen drive) duly identified, and the candidate must ensure the legibility of the files, the accurate copy of the documents submitted on paper, as well as their identification.

8.4 — The Curriculum Vitae must be written in Portuguese, or, in the case of candidates from foreign countries, be written in English.

8.5 — The supporting documents attached to the Curriculum Vitae must be submitted in the original language in which they were issued, and must be translated into Portuguese or English when these are not the original languages.

9 — Exclusion of the application:

9.1 — Failure to submit the required documents according to the terms defined in the competition notice or their submission after the deadline date shall lead to the candidate's exclusion from the application.

9.2 — The submission of a false document shall result in immediate exclusion from the competition and this fact will be reported to the competent authority for criminal proceedings.

9.3 — Candidates who do not meet the admission requirements will be excluded, and will be notified in advance by email to hold a public hearing for interested parties, in accordance with the Administrative Procedure Code.

10 — After the preliminary evaluation of the admitted candidates, the jury may, if deemed necessary, proceed to hold public hearings, in which case all candidates shall be informed, at least five days in advance, of the date and location of these public hearings.

11 — The documents submitted by the candidates will be returned upon request, three months after the end of the present competition, except in the case where the present recruitment process has been subject to judicial impugnation. In this situation, the requested return of documents can only occur after the execution of a judicial decision that has become final.

12 — Absolute merit is assessed by the curriculum evaluation method and materializes in a rating obtained from a valuation system. Candidates who do not obtain a rating equal to or higher than 50% in this valuation system will not be approved for absolute merit, according to Article 23, paragraph n.º 7 of ECPDESP, and will be notified of the intention of exclusion for the purpose of holding a hearing of interested parties, under the terms of Article 22 n.º 754/2010 on Recruitment and Indefinite-term Contracting of Teaching Personnel at the Polytechnic Institute of Viseu, published in the Diário da República, 2nd series, on September 28th, 2010.

13 — Selection and order:

13.1 — The selection of candidates is accomplished by the curriculum evaluation method and materializes in a rating obtained from a valuation system based on parameters, criteria, and weights.

13.2 — The criteria indicators and weights for the evaluation and ranking of candidates, approved by the jury, are as follows: Technical-scientific and professional dimension in the area and specialty of the competition (40%); Pedagogical ability in the area and specialty of the competition (50%); other relevant activities for the mission of the Institution (10%).

The final rating will be expressed on a scale from 0 to 100, rounded to the nearest tenth, resulting from the curriculum evaluation.

13.3 — The following parameters, criteria, and weights will be considered in the curriculum evaluation for the purpose of evaluating and ranking candidates:

Technical-Scientific and Professional Performance (TSPP)	40%
a) Academic Education	4%
b) Technical and Scientific Production in the specialty area of the competition. Books, scientific articles, proceedings, and communications.	10%

c) Membership in scientific committees and organizers of scientific events, member of editorial board, scientific article review.	5%
d) Professional Experience and Production in the specialty area of the competition. Evidence of Professional Activity.	10%
e) Participation in research projects, member of scientific research centers.	6%
f) Supervision/co-supervision of final course works, participation in final work juries.	5%
Pedagogical ability (PA)	50%
a) Length of service in Higher Education Institutions (University or Polytechnic)	15%
b) Teaching of Curriculum Units in the area for which the competition is open in Higher Education Institutions (University or Polytechnic)	20%
c) Planning and construction of pedagogical materials in the area of the competition	8%
d) Coordination and/or participation in pedagogical projects in the area of specialization of the competition	7%
Other Activities (OA)	10%
a) Participation in other activities considered relevant for the institution in the specialization of the competition	7%
b) Awards and other distinctions	3%

14 - the minutes produced by the selection board, containing the selection and seriation criteria and respective weighting assigned to each of the selection methods to be used, the classification grid and the final evaluation system are published on the IPV online page, at the following address: <http://www.ipv.pt>;

15 - Notification of candidates.

The notification of candidates is conducted, successively, in accordance with Article 8 of n.º 754/2010, by one of the following means:

- a) Email with delivery receipt;
- b) Registered letter;
- c) In person.

16 — Members of the jury (appointed by Order 16/2023 of the President of the Polytechnic Institute of Viseu)

President: Maria Cristina Coelho de Carvalho de Azevedo Gomes Santos e Silva, by delegation of powers by the President of the Polytechnic Institute of Viseu.

Effective members:

Ana Isabel Reis, Associate Professor at the Faculty of Arts and Humanities of the University of Porto;

Filomena Antunes Sobral, Coordinator Professor at the School of Education of the Polytechnic Institute of Viseu;

Rui Manuel de Assunção Raposo, Assistant Professor at the Department of Communication and Art of the University of Aveiro;

Ivone Marília Carinhas Ferreira da Silva, Assistant Professor at the Faculty of Social and Human Sciences of the Nova University of Lisbon;

Catarina Sofia Lourenço Rodrigues, Assistant Professor at the Faculty of Social and Human Sciences of the University of Azores.

Alternate Members

Maria Teresa de Gouveia Osório Antas de Barros, Coordinator Professor at the School of Education of the Polytechnic Institute of Viseu;

Fábio Fonseca Ribeiro, Assistant Professor at the University of Trás-os-Montes e Alto Douro.

18 — Once the curriculum assessment phase of the candidates is completed, the jury, based on the final valuation system, prepares and approves an evaluation report of the curriculum of each candidate, assigning a final score expressed on a scale of 0 to 100 and the ranked list of candidates.

19 - In case of an equal result, the following criteria will be successively applied:

a) PhD in Communication Sciences with a thesis in the Radio specialty;

b) Having obtained a higher score in parameter d) of the technical-scientific and professional components: Portfolio documenting professional experience in content production in the specialty of the competition in the last decade.

20 - In compliance with article 9 (h) of the Portuguese Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and career progression, scrupulously providing to avoid any form of discrimination.

21 - This competition will also be advertised on the BEP (Public Employment Exchange), on the website of the Foundation for Science and Technology I. P., in Portuguese and English, and on the website of the Polytechnic Institute of Viseu, in Portuguese and English, in accordance with article 29.º-B of the ECPDESP.

May 25th 2023 - The President of the Polytechnic Institute of Viseu, Prof. Dr. José dos Santos Costa