

Public notice - It is hereby made public that, by virtue of my order issued on 17 July 2018, an international documental tender for recruitment is opened, for the time limit of 30 (thirty business days counted from the day immediately after that of the publication of the present public notice in *Diário da República*. This recruitment is for a civil service employment contract for an indefinite period for two positions in the category of Associate Professor, in the subject area of Public Policy, at the Department of Public Policy of ISCTE-IUL.

The tender is open pursuant to the terms of articles 37 to 51 and 62-A of the University Teaching Career Statute, attached to Decree-Law number 205/2009, of 31 August, and amended by Law number 8/2010, of 13 May, hereinafter referred to as ECDU, and all other applicable legislation, in particular the Regulation for Recruitment, Selection and Hiring of Teaching Staff of ISCTE-IUL, published in *Diário da República*, 2nd series, number 193, of 4 October 2010, and is closed with the filling of the job vacancy put out to tender. The trial period, when applicable, is assessed in conformity with the terms of ISCTE-IUL's Regulation for Teaching Staff Affiliation considering the provisions in ISCTE-IUL's Regulation for Teaching Staff Service and in ISCTE-IUL's Regulation for Teaching Staff Performance Assessment.

I. Recruitment requirements

1. Have held a doctoral degree for more than five years in the area of Public Policy or Sociology. If the doctorate has been awarded by a foreign higher education institution, the applicants must provide evidence of its recognition or equivalence of degree.
2. Good command of the Portuguese and English languages, spoken and written.

II. Submission of applications

1. Applications should be submitted in person during normal business hours, or sent by registered mail with acknowledgment of receipt, by the end of the deadline, to ISCTE-IUL's Human Resources Unit [Unidade de Recursos Humanos], located at Avenida das Forças Armadas, 1649-026, Lisboa.
2. Applications sent by electronic mail will not be accepted.

III. Workplace

ISCTE-Instituto Universitário de Lisboa
Av. das Forças Armadas
1649-026 Lisboa, Portugal

IV. Instructions for the application

The application must be accompanied by the following documents:

1. Request addressed to the Rector of ISCTE-IUL, asking for the acceptance of the application, which should include the applicant's full name, name adopted in bibliographic references, number and expiry date of the identity card or civil identification number, residence or address for contact purposes,

electronic address, telephone number and current employment situation. In this request, the applicant should express consent for the communications and notifications related to the tender procedure to take place via electronic mail, indicating the respective address (template available at <https://www.iscte-iul.pt/conteudos/iscte-iul/quem-somos/trabalhar-no-iscte-iul/990/concursos>).

2. Documents confirming fulfilment of the requirements as stipulated in point 1 of number I of the present public notice.

2.1 Holders of doctoral degree obtained abroad must submit, in addition to documentation confirming the obtaining of the degree explicitly mentioning the area of knowledge in which it was attributed, documentation confirming its recognition or equivalence by a Portuguese higher education institution, where any formalities should be complied with by the date of the end of the deadline for applications.

2.2 Applicants must submit a sworn statement of their good command of Portuguese and English, at a level enabling them to lecture in these languages.

3. Two (2) copies in electronic format (pdf) of a curricular and pedagogical plan of a curricular unit of a study cycle of ISCTE-IUL, developed in the subject area for which the tender is opened. This plan should be presented in the form of text (maximum 20 A4 pages) and cover the following aspects: general objectives of the curricular unit, learning goals, programme, teaching-learning process, assessment, bibliography and relevant pedagogical materials. A copy, in pdf format, of the pedagogical material (slides, tests, solutions of tests, or other pedagogical material considered relevant for the tender in question) relative to the aforesaid curricular unit should be attached to this plan.
4. Two (2) copies in electronic format (pdf) of an original three-year research project covering the following aspects: summary, state of the art, objectives and hypotheses, research plan and methodology, expected results and references (maximum 20 A4 pages)
5. One (1) printed copy and two (2) copies in non-editable electronic format (pdf) of the applicant's curriculum vitae, indicating the output and work produced and published, as well as the pedagogical activity developed. The applicant should note eight (8) items of work and/or output that she/he considers most representative of the activity developed in the subject area for which the tender is opened, highlighting the articles that correspond to the requirements stipulated in point V of the present public notice. The applicants' curriculum vitae must be organised in accordance with the assessment criteria presented in point VI of this public notice.
6. Two (2) copies of each of the works mentioned in the curriculum. These works can be submitted in paper format or non-editable electronic format (pdf).
7. Any other relevant elements that illustrate the applicant's aptitude for the position to be filled.
8. Documents confirming possession of the general requirements for constitution of the legal status of civil servant are not required, however the applicant must submit a sworn statement, in the application

or a separate document, on her/his precise situation in relation to the content of each of the following subparagraphs:

- a. Not being disqualified from holding public office or prohibited from holding the position for which she/he is applying;
- b. Having the physical robustness and psychological profile indispensable to perform the duties and compliance with the laws on mandatory vaccination.

9 The documents substantiating the application should be presented in Portuguese or English.

10 Failure to submit the requested documents under the terms of the present public notice, their submission beyond the stipulated deadline or the submission of false documents will result in the applicant's exclusion from the recruitment process.

V. Assessment criterion of absolute merit

When the applications are duly substantiated in conformity with the requirements in the present public notice, the recruitment of the applicants based on absolute merit will depend on their good track record in the subject area of Public Policy, cumulatively with the publication of eight scientific texts in the last ten years, in the form of articles, scientific books or chapters of books, where at least 6 (six) should have been published, or accepted for publication, in scientific journals identified in Annex 5 of the Regulation for Assessment of Teaching Staff Performance of ISCTE-IUL.

VI. Method of selection and assessment criteria

1 Applicants approved on the basis of absolute merit will be subject to the curricular assessment selection method, pursuant to the assessment criteria defined in the following point.

2. Assessment criteria

The order of the applicants in the tender will be substantiated by their scientific and pedagogical merit in the subject area of the tender, considering the following parameters:

A – Scientific merit (50%)

The assessment of scientific merit will consider the following items:

A-1) Scientific production (20%) – works, projects, books, chapters in books, articles in scientific journals and in minutes of meetings of scientific nature (conferences, colloquiums, congresses, seminars, days, forums, etc.), active participation in national or international events, and organisation of national or international scientific events. The assessment of this parameter should consider the quantity, originality and diversity of the output, the scientific autonomy revealed, the degree of internationalisation, recognition by the scientific community (awards or other forms of recognition and distinction by the scientific, academic or professional community) and the impact of the scientific production.

A-2 Scientific projects (15%) – participation in scientific projects with national or international funding (public or private), as well as projects without funding. The assessment of this parameter should consider the quantity, degree of incorporation of the project in national or international networks, the competitive nature of the project in terms of funding, its contribution in terms of assets and resources for the research structures and the type of involvement of the researcher (coordinator or participant). In this item an assessment will also be made of the quality and relevance of the three-year research project referred to in IV-4.

A-3) Coordination and scientific leadership (10%) – creation and leadership of research teams, scientific management of organic and research units, coordination of scientific and academic management bodies of institutes, schools, departments and research units, and integration of governing bodies of national and international scientific associations. The assessment of this parameter should consider the duration of the activity and extent of the position.

A-4) Scientific assessment (5%) – participation in national or international boards for academic examinations and participation in national or international boards for assessment and scientific consulting of scholarships, projects, researchers or research units, participation in committees of scientific events, active collaboration in editing, evaluation and review of national or international scientific publications. The assessment of this parameter should consider the number, the role performed and diversity of the activities.

B - Pedagogical merit (30%).

The assessment of pedagogical merit will consider the following items:

B-1) Teaching activity (10%) – lecturing of curricular units, pedagogical performance, involvement in the management of the curricular units (lecturer or coordinator), coordination of courses and lecturing in foreign and international universities. The assessment of this parameter should consider the number and diversity of the curricular units lectured and the assessment of pedagogical performance.

B-2) Pedagogical innovation (5%) – promotion of pedagogical initiatives aimed at improving the teaching and learning processes, preparation of new graduate and post-graduate courses or new curricular units, and restructuring of study plans or curricular units, participation in pedagogical structures, promotion and stimulation of processes to improve the pedagogical activity of study cycles or other educational activities. The assessment of this parameter should consider the number, nature and diversity of the activities.

B-3) Supervision (5%) – supervision of dissertations, theses and post-doctoral projects. The assessment of this parameter should consider the number and diversity of the supervision activities, including those already completed and those in course.

B-4) Pedagogical curricular plan referred to in point IV-3 of this public notice (10%)

C – University outreach (10%)

The assessment of participation in university outreach tasks will consider the holding of public policy administration positions, provision of services aimed at enhancing the economic and social value of knowledge, programmes of continuous training, exchange of experiences, courses and seminars for the purpose of disseminating knowledge, and other relevant activities for research, namely service to the community in the context of organisation, services of cooperation and consulting to other institutions.

D – Academic management activity (10%)

The assessment of participation in governing and management boards of higher education establishments will consider the following: accomplishment of activities derived from participation in university management bodies, promotion of the institution, *ad hoc* committees, recruitment of new students and all other activities for the regular functioning of higher education establishments.

3. Voting order and methods

The members of the selection panel decide through nominal voting based on the adopted assessment criteria. The voting of each member of the selection panel should be substantiated by the classification of each applicant on a scale of whole numbers from 0 to 100, which is the result of the weighted sum of the partial classifications attributed to each indicator, also on a scale of whole numbers from 0 to 100, using the weightings defined for each parameter in point VI.2 (assessment criteria).

If the ordering of all the members of the selection panel is identical, the process is deemed to be concluded.

Otherwise, voting is conducted for the first place. If an applicant obtains more than half the votes, she/he will be positioned in first place. If none of the applicants obtains more than half the votes, the voting will be repeated after removal of the applicant who received the least votes in the previous round. The process will be repeated until an applicant obtains more than half the votes, being classified in first place. This same process is repeated so as to obtain the applicant classified in second place, and so on successively until an ordered list of all the applicants is obtained.

In the case of a tie during the process, the chairperson has the casting vote.

4 The selection panel decides on the need to conduct public hearings of the recruited applicants, which, should they take place, will follow the rules established in articles 8, number 2 and 20 of the Regulation for Recruitment, Selection and Hiring of Teaching Staff of ISCTE-IUL.

VII. Constitution of the Selection Panel

The selection panel is chaired, by delegation of the Rector, by Dr Elizabeth de Azevedo Reis, Vice-Rector of ISCTE-IUL, with its members being the following professors who, in the opinion of the Scientific Council of ISCTE-IUL, belong to the subject area for which the tender is opened:

Dr José Joaquim Dinis Reis, Full Professor at Universidade de Coimbra;

Dr Anália Maria Cardoso Torres, Full Professor at the Institute of Social and Political Sciences, Universidade de Lisboa;

Dr João Alfredo dos Reis Peixoto, Full Professor at the Institute of Economics and Management, Universidade de Lisboa;

Dr António Manuel Hipólito Firmino da Costa, Full Professor at ISCTE – Instituto Universitário de Lisboa;

Dr Gustavo Alberto Guerreiro Seabra Leitão Cardoso, Full Professor at ISCTE – Instituto Universitário de Lisboa.

- VIII. The interested parties shall be informed by notification sent to their electronic address of the lists of recruited and excluded applicants as well as the list of final classification and ordering of the applicants. The tender process can be consulted by the applicants at the Human Resources Unit, under the terms indicated in the aforesaid notice.
- IX. In compliance with subparagraph h) of article 9 of the Constitution, the Public Administration, as an employer, promotes a policy of equal opportunities between men and women in access to employment and professional progression, scrupulously taking measures to prevent all and any form of discrimination.

ISCTE-IUL, 30 January 2019, The Rector, Maria de Lurdes Rodrigues