

ISCTE - Instituto Universitário de Lisboa

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 thirty business days counted from the business day immediately after that of the publication of this Public Notice in *Diário da República*. This recruitment is for a civil service employment contract for an indefinite period for one position of the category of Associate Professor, in the subject area of Organisational Behaviour at the Department of Human Resources and Organisational Behaviour of ISCTE-IUL.

The tender is open pursuant to 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 is assessed in conformity with 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 in force at the time of recruitment.

I — Recruitment requirements

1 — Possession of a doctoral degree for more than 5 (five) years in the areas of Organisational Psychology, Occupational Psychology or Organisational Behaviour. If the doctorate has been awarded by a foreign higher education institution the applicants must provide evidence of its recognition or equivalence.

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 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 approval of the application, which should include the applicant's full name and name adopted in

bibliographic references, number and expiry date of the identity card or civil identification number, residence or address for contact purposes, 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 (see standard document at <https://www.iscte-iul.pt/conteudos/iscteiu/quem-somos/trabalhar-no-iscteiu/990/concursos>).

2 — Document confirming the title of doctoral degree in one of the required areas. Holders doctoral degree obtained abroad must submit, in addition to document confirming the obtaining of the degree, documentation confirming its recognition or equivalence, where any formalities should be complied with by the deadline for applications.

3 — Sworn statement of the applicant's good command of Portuguese and English, at a level enabling lecturing in these languages, in conformity with the template available at <https://www.iscte-iul.pt/conteudos/iscteiu/quem-somos/trabalhar-no-iscteiu/990/concursos>.

4 — A printed copy and two copies in non-editable electronic format (pdf) of the applicant's curriculum vitae , indicating: a) teaching activity developed; b) List of most relevant academic contributions in the area in which the tender is opened, identifying the number of citations of the publications and classification (quartile) in terms of the publication's impact factor in the year of its publication, according to Thomson Reuters Web of Knowledge and Scopus; c) "Researcher ID" and "Scopus Author ID" identifications that enable identifying the publications and respective number of citations of the applicant, according to Thomson Reuters Web of Knowledge and Scopus, respectively. Applicants should highlight three items of work and/or output that they consider most representative of their activity developed in the subject area for which the tender is opened and indicate the articles that they consider meet the recruitment criteria in terms of absolute merit mentioning the respective ISSN. The applicants curriculum vitae must necessarily be organised in accordance with the assessment criteria presented in point VI of this public notice.

5 — Two copies in non-editable electronic format (pdf) of each of the works mentioned in the curriculum.

6 — Curricular and teaching plan of a curricular unit of the 1st study cycle at ISCTE-IUL, developed in the subject area for which the tender is opened. This plan should be presented in the form of text (maximum of 20 A4 pages) and cover the following aspects: objectives, knowledge and skills to be developed, methodology, assessment, bibliography and materials required for each topic of the programme. A copy, in pdf format, of the teaching material considered relevant for the tender in

question (slides or other teaching material) relative to the aforesaid curricular unit should be attached to this teaching plan.

7 — An original three-year research project covering the following aspects: objectives, methodology and expected results (maximum of 20 A4 pages).

8 — Any other relevant elements that illustrate the applicant's aptitude for the position to be filled.

9 — Documents confirming possession of the general requirements for constitution of the legal status of civil servant are not required; however, applicants must submit a sworn statement, in the application or in a separate document, on their 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 being applied for;

b) Having the physical robustness and psychological profile indispensable to perform the duties and compliance with the laws on mandatory vaccination.

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

11 — Failure to submit the requested documents under the terms of this public notice, their submission beyond the stipulated deadline or the submission of false documents will result in exclusion from the recruitment procedure.

V — Assessment criterion of absolute merit

When the applications are duly substantiated in conformity with the requirements in this public notice, the applicant's recruitment based on absolute merit will depend on having a scientific and pedagogical curriculum compatible with the category, subject area and educational area accredited by the AACSB for which the applicant is applying, cumulatively with the submission of 8 scientific publications in the last 10 years, in the form of articles or chapters of books, among which, in the last 5 (five) years (since 2014 inclusively), at least one publication should be classified as level 4, one as level 3 and one as level 2, in the respective year of publication, in the ABS List in the areas of "ORG STUD" or "PSYCH (WOP-OB)". The applicants should also have coordinated at least one 2nd cycle course (master's) and one 3rd cycle course (doctoral).

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 point 3.

2 — Applicants are classified on a scale of whole numbers from 0 to 100 for each assessment indicator. The final grade is the sum, weighted by each parameter, of the grades obtained in each of the indicators as stipulated in point 3.

3 — Assessment criteria

The order of the applicants in the tender will be substantiated by their scientific and pedagogical merit in the area of Organisational Behaviour, considering the profile defined in this public notice and the following factors:

A — Scientific merit (50 %)

The assessment of scientific merit will consider the following items:

A-1) Publication in top and prestigious scientific journals in the area for which the tender is opened (10%). Top journals are defined as those included in the FT 45 and of level 4*, 4 or 3 in the areas of "Organization Studies - ORG STUD" or "Psychology (Work and Organizational Psychology – Organizational Behavior) - PSYCH (WOP-OB)", in the ABS list. Prestigious journals are defined as level 3 journals in the same areas in the ABS list.

A-2) Other scientific production (10%) — articles in international scientific journals, indexed in the Thomson Reuters Web of Knowledge or SCIMAGO bases, in Quartiles 1 and 2 in the areas of «Organizational Behavior and Human Resources Management»; "Organization Studies"; or "Psychology (Organizational)", or articles published in level 2 journals included in the ABS list in the areas of "ORG STUD" or "PSYCH (WOP-OB)"; other national and international publications in these areas, including books and chapters in books; active participation in reference international scientific congresses in the area of the tender, organisation of national or international scientific events.

A-3) Scientific projects (5%) — participation in teams that have submitted scientific projects to competitive competitions for national or international funding (public or private). The assessment of this parameter will 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 the preparation of the submitted proposals).

A-4) Coordination and scientific leadership (5%) — creation and leadership of research teams, scientific management of organic and research units, coordination of scientific or academic management bodies of institutes, schools, departments and research units, and coordination of 2nd cycle (master's) and 3rd cycle (doctoral) courses.

A-5) Recognition by the scientific community (5%) — awards and distinctions, participation in national or international boards for academic examinations and participation in national or international assessment panels, participation in committees of scientific events, active collaboration in editing, evaluation and review of national or international scientific publications. The assessment of this parameter

will consider the quality of the awards and distinctions, the role performed and diversity of the activities.

A-6) Impact in the scientific community (10%) — Impact of work in the scientific community assessed based on the number of citations by other authors and the number of publications recorded on Thomson Reuters Web of Knowledge.

A-7) The three-year research project referred to in point IV.7 of this public notice (5%) — the assessment of the project will take into account its overall scientific quality, its alignment with the research lines of the Organizational Behavior and Human Resources (OBRH) research group at the BRU-IUL research group (http://bru-unide.iscte-iul.pt/?pt=grupos&SEARCH_GROUP=8#tabs-1) and its contribution to ISCTE-IUL's strategic goals, namely those associated to Axis 2 — Developing Research of Excellence.

B — Pedagogical merit (40%)

The assessment of pedagogical merit will consider the following items:

B-1) Lecturing activity (10%) — experience of coordination and lecturing of curricular units in the subject area of Organisational Behaviour, corresponding pedagogical performance, involvement in the management of curricular units (lecturer or coordinator). The assessment of this parameter will consider the diversity of the lectured curricular units and the education level (bachelor, master's and doctorate).

B-2) Teaching activity in courses accredited by the AACSB (5%) — at least 2 years of teaching experience in courses accredited by the AACSB.

B-3) Pedagogical innovation (5%) — promotion of pedagogical initiatives aimed at improving 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 will consider the nature and diversity of the activities.

B-4) Supervision (2%) — the assessment of this parameter will consider the number and diversity of doctoral and master's supervision, considering those already completed or with published outcome.

B-5) Teaching curricular plan referred to in point IV.6 of this public notice (18 %) — the assessment of this curricular plan will take into account the overall teaching quality, its contribution to ISCTE-IUL's strategic goals, namely Axis 1 — Developing quality and innovation in education.

C — Academic management activity (5%)

The assessment of participation in management and administration bodies of higher education establishments will consider the following: participation in university and

research unit management activities with international assessment according to the nature and responsibilities of the position; promotion of the institution; ad hoc committees; recruitment of new students and any other activities for the regular functioning of higher education establishments.

D — University outreach (5%)

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

VII — Order and methods of voting

1 — The decision is taken by absolute majority, i.e. by half plus one of the votes of the members of the selection panel attending the meeting. To this end, before voting begins, each member of the selection panel will present a written document, subsequently to be included in the minutes, proposing the order of the applicants, if applicable. This order must be duly substantiated on the assessment criteria indicated in number 3, with the member classifying the applicants on a scale of whole numbers from 0 to 100 for each assessment indicator. In the various voting rounds, each member of the selection panel should respect the ordering that she/he presented, with abstentions not being permitted. The first round of voting aims to determine the applicant positioned in first place. If an applicant obtains more than half the votes of the selection panel members attending the meeting, she/he will be immediately positioned in first place. If this does not occur, voting will be repeated after removal of the applicant who received the least votes in the first round. If there is a tie between two or more applicants in the least voted position, then a vote will be held to break this tie, and if the tie persists, the chairperson of the selection panel will decide on the applicant to be removed. The process will be repeated until an applicant obtains absolute majority to be classified in first place. This same process is repeated to obtain the applicant classified in second place, and so on successively until an ordered list of all the applicants is obtained. Whenever a tie occurs in the voting on any applicant, the chairperson of the selection panel has the casting vote, pursuant to article 12 of the Regulation for Recruitment, Selection and Hiring of Teaching Staff of ISCTE-IUL.

2 — 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.

VIII — Constitution of the selection panel

The selection panel is chaired by Dr Maria Luísa Soares Almeida Pedroso de Lima, full professor at ISCTE-IUL, and composed of 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 Carlos José Cabral Cardoso, Full Professor at Universidade do Porto;

Dr Avelino Miguel da Mota de Pina e Cunha, Nova School of Business & Economics, Universidade Nova de Lisboa;

Dr José Arménio Belo da Silva Rego, Invited Full Professor at Católica Porto Business School;

Dr António Caetano, Full Professor at ISCTE – Instituto Universitário de Lisboa;

Dr Helena Oliveira Isidro, Full Professor at ISCTE-IUL.

IX — The interested parties will be informed by electronic notification of the list of accepted and excluded applicants as well as the list of final classification and ordering of the applicants. The tender procedure can be consulted by the applicants at the Human Resources Unit, under the terms indicated in the aforesaid notification.

X — 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, 21 June, The Rector, Maria de Lurdes Rodrigues