

ISCTE-University Institution

Public Notice

It is hereby made public, following my executive order issued on 5 November 2019, for a period of sixty working days, counting from the day of publication of this public notice in Diário da República, an internal vacancy for promotion, with the awarding of a public function contract of work for an undetermined period of time, for three positions in the category of Associate Professor, in the subject area of Anthropology, in the Department of Anthropology at ISCTE-IUL.

The vacancy is open under the terms of article 77 of Decree-Law n.º 8/2019, of 28 June, under the applicable regulations applicable to these vacancies according to the University Teaching Career Statute, annex to Law n.º 205/2009, of 31 August, and amended by Law n.º 8/2010, of 13 May, hereinafter referred to as ECDU, and the remaining relevant legislation, specifically, in the section to which it pertains, the regulation of Recruitment, Selection and Hiring of Career Teaching Staff at ISCTE-IUL, published in Diário da República, 2nd edition, n.º 193, of 4 October, 2010.

I. Assistant professors who fulfil all of the following requirements can be considered for the vacancy:

- a) Hold the title of doctor in the area of Anthropology;
- b) Possess a work contract for an unspecified duration with ISCTE-IUL;
- c) Have a minimum of ten years experience in the respective category;
- d) Be currently working in the subject area of Anthropology, in the Department of Anthropology at ISCTE-IUL.

II. Presentation of applications

1. Applications must be delivered, personally, during normal working hours, or sent by registered mail, with notification of delivery, by the deadline, to Unidade de Recursos Humanos ISCTE-IUL, [Avenida das Forças Armadas, 1649-026, Lisboa.](#)

2. Applications sent by email will not be accepted.

III. Place of work

ISCTE-Instituto Universitário de Lisboa
Av. das Forças Armadas
[1649-026](#) Lisboa, Portugal

IV. Application instructions

The application must include the following documents:

1. Application, which must use the form available from the Human Resources Unit at ISCTE-IUL or from the ISCTE-IUL website at <https://www.iscte-iul.pt/conteudos/iscte-iul/quem-somos/trabalhar-no-iscte-iul/990/concursos..>

2. Document proving title, area and date of award of the grade required for the vacancy. Those with Doctorates obtained abroad must present, in addition to (a) corroborating document(s) proving the level obtained that clearly state(s) the subject area in which it was awarded, a corroborating document of recognition or equivalence by a Portuguese institution of higher education, with any formalities to be completed by the deadline for the vacancy.

3. If the candidate's documents include the respective personal file from ISCTE-IUL, point 2 is not applicable.
4. Certificate stating period worked by the relevant entities which explicitly state the length of time spent in the area.
5. Two (2) copies in electronic format (pdf) of a curricular and pedagogical plan of a curricular unit created for the area of Anthropology, in text form (maximum 20 pages A4) and which covers the following points: general objectives of a Curricular Unit, learning objectives, programme, teaching/learning process, evaluation, bibliography and relevant pedagogical materials. The pedagogical plan must be accompanied by a copy, in 'pdf' format of the pedagogical material (slides, tests, test solutions, or any other pedagogical material considered relevant to the vacancy in question) related to the curricular unit to which it pertains (See document type at <https://www.iscte-iul.pt/conteudos/iscteiu/quem-somos/trabalhar-no-iscteiu/990/concursos>).
6. Two (2) copies in electronic format (pdf) of a self-authored, triennial, research project that includes the following aspects: summary, state-of-the-art, objectives and hypotheses, research and methodology plan, expected results and references (maximum of 20 pages A4) (see document type at <https://www.iscte-iul.pt/conteudos/iscteiu/quem-somos/trabalhar-no-iscteiu/990/concursos>).
7. One (1) printed copy and two (2) copies in uneditable electronic format (pdf) of the curriculum vitae of the candidate, detailing the works carried out and published, as well as the pedagogical activity developed. The candidate must present five (5) works that they consider the most representative of the work developed in the subject area of Anthropology and choose the articles that correspond to the requirements stated in point V of this public notice. The presentation of the curriculum vitae by the candidate(s) must follow the model available at (<https://www.iscte-iul.pt/conteudos/iscteiu/quem-somos/trabalhar-no-iscteiu/990/concursos>).
8. One (1) copy of each of the works mentioned in the curriculum. The works can be delivered in paper format or in uneditable electronic format (pdf).
9. Any other relevant material that illustrates the aptitude to perform the role in the category in question.
10. The documents that make up the application must be presented in Portuguese or English.
11. If any of the documents required under the terms of this public notice are missing, or are delivered after the stipulated deadline, or include false information, the application will be excluded.

V. Assessment criteria of absolute merit

With the candidates duly qualified in accordance with the requirement of this public notice, the admission in absolute merit of the candidates will depend on the possession of a curriculum relevant to the subject areas of Anthropology, that the jury, cumulatively the publication of at least 8 scientific texts, in the last 10 years, in the areas for which the vacancy is open, in the form of articles, scientific books or chapters of books, or architecture or urban planning projects, of which at least 3 have been published, or definitively accepted for publication, in scientific editions in the field of Anthropology, and indexed in Web of Science (WOS) or SCOPUS.

VI. Selection method and assessment criteria

1. The Curricular Assessment selection method will be applied to candidates approved in absolute merit, according to the assessment criteria defined in the following point.

2. Assessment criteria

The sorting of candidates for the vacancy will be based on the merit of the candidates in the subject area of Anthropology, taking into consideration the following parameters:

A - Scientific merit (40% of the total)

In the assessment of scientific merit, the following items will be taken into consideration:

A-1) Scientific output - books, chapters in books, articles in scientific magazines and in minutes of meetings of a scientific nature (conferences, colloquiums, congresses, seminars, round tables, active participation in national and international, organisation of national or international scientific events.

In the assessment of this parameter, the following must be taken into consideration: quantity, originality and the diversity of the output, the scientific autonomy revealed, the degree of internationalisation, the recognition by the scientific community (prizes or other forms of recognition and distinction from the scientific, academic or professional community) and the impact of the scientific output. (20%)

A-2) Scientific projects - participation in scientific projects, with national, international, public or private financing, as well as non-financed projects. In the assessment of this parameter the following will be taken into consideration: the quantity, degree of incorporation of the project in national or international projects, the competitive character of the project in terms of financing, contribution of assets and resources for the research setup and the type of involvement of the researcher (coordinator or participant). (5%)

A-3) Coordination and scientific leadership — creation and leadership of research teams, scientific management of organic research units, integration in managing bodies of national or international scientific associations, and coordination of commissions for scientific events. In the assessment of this parameter the duration of the activity and the scope of the function will be taken into consideration. (5%)

A-4) Scientific evaluation — Participation in national or international examination juries and participation in national or international assessment panels and scientific consulting of grants, projects, researchers or research units, participation in commissions of scientific events (without coordination), active collaboration in the editing, assessment and revision of national or international scientific publications. In the assessment of this parameter, the number, role performed and diversity of activities will be taken into consideration. (5%)

A-5) Triennial research project referred to in point IV.6. of this public notice (5%).

B - Pedagogic merit (40% of the total)

In the assessment of pedagogic merit, the following items will be taken into consideration:

B-1) Teaching activity — lecturing of curricular units, pedagogic performance, involvement in the management of curricular units (teacher or coordinator), coordination of courses and lecturing in national and international universities. In the assessment of this parameter the following will be taken into consideration: number and diversity of curricular units lectured and the assessment of pedagogic performance. (8%)

B-2) Pedagogic innovation — promotion of pedagogic initiatives designed to improve the teaching and learning processes, creation of new graduate and post graduate courses or new curricular units and the restructuring of study plans or of curricular units, participation in structures within the scope of pedagogic structures, pedagogic awards, promotion and vitalisation of processes to improve pedagogic activity of study cycles or of other teaching activities. In the assessment of this parameter, the number, nature and diversity of activities will be taken into consideration. (8%)

B-3) Orientation — orientation of dissertations, and post-doctorate theses and projects. In the assessment of this parameter the number, and diversity of the orientations will be taken into consideration, including those already carried out and those still taking place. (8%)

B-4) Pedagogic publications — pedagogic manuals or other publications within the pedagogic scope. In the assessment of this parameter, the number, the diversity, the originality and impact of the publications. (8%)

B-5) Curricular pedagogic plan referred to in point IV.5. of this public notice (8%)

C - Extracurricular interdisciplinary activities (5%)

In the assessment of this parameter, the following will be taken into consideration: activities that promote scientific culture, interventions in social communication, providing of services within the scope of the economic and social appreciation of knowledge (the registering of patents, the registering of the titles of rights of intellectual property and the drafting of technical regulations and legislation), the continuous training programs, the exchange of experiences, courses and seminars designed for the dissemination of knowledge and other activities relevant to research, namely through actions of scientific or artistic dissemination and publications of artistic dissemination, service to the community under the aegis of the organisation, cooperation and consulting services to other institutions.

D - Academic management activity (15%)

In the assessment of participation on boards and in management bodies of institutions of higher education, coordination of management bodies of institutions, schools, departments, or research units, promotion of the institution, *ad hoc* commissions, mission groups, recruitment of new students and other activities involved in the normal functioning of institutions of higher education.

3. Sorting and voting methodology

The members of the jury deliberated by means of nominal vote based on the assessment criteria adopted. Each jury member's vote will be based on the classification of each candidate on a scale from 0 to 100, the result of which comes from the overall score of the partial classifications attributed to each indicator, also over the entire range of 0 -100, using the weighting defined for each parameter in point VI.2. (assessment criteria).

If the sorting of all the elements of the jury is identical then the process is deemed as concluded.

If this does not happen, a vote will take place for first place. If a candidate obtains more than half the votes, they will be placed in first position. If no candidate obtains more than half the votes, the vote is repeated after removing the candidate with fewest votes from the previous vote. The process is repeated until a candidate obtains more than half the votes, which will put them in first place.

Then, the same process will be repeated in order to classify a candidate in second place, and the successively until an ordered list of all the candidates admitted is obtained.

In cases of a draw throughout the process, the president of the jury has the deciding vote.

VII. Constitution of the Jury

The jury is presided over, by delegation of the Dean of ISCTE-IUL, by Doctor Jorge Costa Freitas Branco, University Professor at ISCTE-IUL and has as members the following professors, who, in the understanding of the Science Council, belong to the subject areas to which the vacancy pertains: Doctor João Paulo dos Santos de Pina Cabral, Professor of Social Anthropology at the University of Kent;

Dr María Isabel Jociles Rubio, Full Professora from the Department of Social Anthropology at the University Complutense of Madrid;

Dr João Aires de Freitas Leal, Full Professor in the Faculty of Human and Social Sciences at Nova University in Lisbon;

Dr Susana Salvaterra Trovão, Full Professor at the Faculty of Human and Social Sciences at Nova University in Lisbon;

Dr José Carlos Gaspar Venâncio, Full Professor at University da Beira Interior.

VII. From the lists of accepted and excluded candidates, as well as from the final classification and sorting lists of the candidates, interested parties will be notified by email. The hiring process can be consulted by candidates at the Human Resources Department, under the terms specified in the above notification.

IX. The present hiring process ends with the filling of the work positions advertised.

X. In compliance with line h) of article 9 of the Constitution, ISCTE-IUL, as an employing entity, promotes a policy of equal opportunities between men and women in the access to work and in professional development, scrupulously guaranteeing the avoidance of any kind of discrimination.

ISCTE-IUL, 18 November, 2019, the Vice-Dean, Elizabeth Reis