

It is hereby made public that by virtue of my order issued on 9 September 2022, this internal documental competition for promotion is opened, for the time limit of thirty business days counted from the day immediately after that of the publication of this Public Notice in *Diário da República*. This promotion 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 Social Research Methods, at the Department of Social Research Methods of Iscte-Instituto Universitário de Lisboa.

The competition is opened under the regime of internal competitions for promotion to intermediate and top categories of higher education teaching and scientific research careers, approved by Decree-Law 112/2021 of 14 December, and is also subject, concerning everything not specifically regulated in Decree-Law 112/2021, to the provisions in Articles 38 and following of the University Teaching Career Statute, republished by Decree-Law 205/2009 of 31 August (ECDU), and amended by Law 8/2010 of 13 May, and in the Regulation for Recruitment, Selection and Hiring of Teaching Staff of Iscte, published in *Diário da República*, 2nd series, number 193, of 4 October 2010.

I. Admission requirements for the competition

Assistant professors who cumulatively meet the following conditions can be considered as competitors:

- a) Belong to the permanent teaching staff of Iscte;
- b) Possess an employment contract for an indefinite period with Iscte, even if the respective trial period has not yet been completed;
- c) Are incorporated in the Department of Social Research Methods of the School of Sociology and Public Policy;
- d) Have held a doctoral degree in an area which the selection panel considers suitable to the competition for more than five years.

II. Approval based on absolute merit

1. Once the applicants have been considered eligible, the selection panel shall decide on their approval or non-approval based on absolute merit, by justified nominal voting in which abstentions are not permitted.
2. For the purpose of the assessment referred to in the previous point, the applicants' approval based on absolute merit shall depend on observance of requirements of qualitative and

quantitative nature concerning scientific performance, teaching capability and performance in other activities of relevance to Iscte's mission, established in conformity with Article 2(4) of Decree-Law 112/2021 of 14 December, listed below.

3. Applicants with a relevant curriculum in the subject area of Social Research Methods and who have cumulatively fulfilled the following conditions in the last 10 years of employment shall be approved on the basis of absolute merit:

3.1. In the scientific sphere:

- a) Have published 8 scientific texts in the last 10 years, in the area for which the competition is opened, of which at least 3 articles should have been published or accepted for publication in WOS or Scopus indexed journals;
- b) Comply with at least 1 of the following 4 requirements:
  - i) Coordination of a well-assessed research proposal in competitive tendering procedures (grade above 70% or transition to the second stage in competitions with two-stage assessment);
  - ii) Coordination of a research project with funding;
  - iii) Participation in 2 research projects with funding;
  - iv) Participation in 1 doctoral thesis examination board outside Iscte.

3.2. In the teaching sphere, comply with at least 2 of the following 5 requirements:

- i) Successful supervision/co-supervision of four dissertations or project works at the master's level or a 3rd cycle thesis;
- ii) Award of a median grade in the overall assessment of the taught curricular units (mean grade per curricular unit) of at least 7 (on a scale of 0 to 10), considering all the teacher performance assessments available in the Fénix system, in the last 10 year, or since the start of the contract, if less than 10 years;
- iii) Coordination of one curricular unit;
- iv) Participation in the restructuring of 1 study plan or participation in the proposed creation of a new course;
- v) Publication of 1 book/manual corresponding to topics taught in curricular units of Iscte.

3.3. In the academic management sphere, comply with at least 1 of the following 2 requirements:

- i) Accumulated total of 2 years in course coordination;
- ii) Accumulated total of 2 years of performance of university management positions in governance and central coordination bodies or decentralised teaching and research units of Iscte (featured in the list of positions presented in Annex 2 of the Regulation for Teaching Staff Service of Iscte).

3.4. In the university outreach sphere, comply with at least 1 of the following 5 requirements:

- i) Organization of 1 event for disclosure of knowledge or art, or 1 publication or communication intended for the general public;
  - ii) Participation in 1 advisory/strategic body of national or international institutions;
  - iii) Participation in 1 external selection panel for competitions or projects;
  - iv) One external collaboration funded by overheads for Iscte;
  - v) Copyrights, Patents or Awards.
4. Applicants approved by the absolute majority of the voting members of the selection panel shall be considered approved on the basis of absolute merit.

### III. Assessment based on relative merit

1. Applicants approved on the basis of absolute merit shall be subject to the “Curricular Assessment” selection method, reflecting the general duties of teaching staff established in Article 4 of the University Teaching Career Statute (ECDU) pursuant to the assessment criteria defined in the following point.

2. The assessment of the competition's applicants shall consider their merit in the subject area of Social Research Methods, observing the following parameters:

2.1. Scientific merit (45%)

The assessment of scientific merit shall consider the following items:

- i) Scientific production (20%) – 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 organization of national or international scientific events. The assessment of this parameter shall 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.
- ii) Scientific projects (10%) – participation in scientific projects with national or international funding (public or private), and projects without funding. The assessment of this parameter shall 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 research structures and the type of involvement of the researcher (coordinator or participant).
- iii) Coordination and scientific leadership (5%) – creation and leadership of research teams, scientific management of in-house groups and research units, inclusion in governing bodies of national and international scientific associations, and coordination of scientific events. The assessment of this parameter shall consider the duration of the activities and extent of the positions.
- iv) Scientific assessment (5%) – participation in national or international academic examination boards and participation in national or international assessment boards and scientific consulting for 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 shall consider the number, role performed and diversity of activities.
- v) Three-year research project referred to in point VI. iv) of this public notice (5%).

## 2.2. Pedagogical merit (40%)

The assessment of pedagogical merit shall consider the following items:

- i) Teaching activity (20%) – lecturing of curricular units, pedagogical performance, involvement in the management of curricular units (lecturer or coordinator), course coordination and lecturing in national, foreign and international universities. The assessment of this parameter shall consider the number and diversity of the curricular units lectured and the appraisal of pedagogical performance.
- ii) 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 and teaching awards. The assessment of this parameter shall consider the number, nature and diversity of activities.
- iii) Supervision (5%) – supervision of dissertations, theses and post-doctoral projects. The assessment of this parameter shall take into account the number and diversity of the supervision activities, both completed and underway.
- iv) Pedagogical publications (5%) – teaching manuals or other publications of pedagogical nature. The assessment of this parameter shall consider the number, diversity, originality and impact of the publications.
- v) Teaching curricular plan referred to in point Vi. iii) of this public notice (5%).

## 2.3. University outreach (5%)

The assessment of participation in university outreach tasks shall consider activities related to scientific dissemination, engagement with mass media, enhancement of the economic and social value of knowledge, training, consulting and service to the community.

## 2.4. Academic management activity (10%)

The assessment of academic management activities shall consider participation in governance and coordination bodies of higher education establishments, coordination of management bodies of institutes, schools, departments or research units, promotion of the institution, ad hoc committees, task forces, recruitment of new students and any other activities for the regular functioning of higher education establishments.

#### IV. Operation of the selection panel and ordering of the applicants

The decision is taken by absolute majority, i.e., by half plus one of the votes of the selection panel members attending the meeting. To this end, each member of the selection panel shall present a written document, subsequently included in the minutes, proposing the order of the applicants. This order must be duly substantiated on the assessment criteria indicated in point III.2, with the applicants being classified 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 shall 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 receives more than half the votes of the selection panel members attending the meeting, she/he shall be immediately positioned in first place. If this does not occur, the voting shall 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 shall be taken to break this tie, and if the tie still persists, the selection panel's chairperson shall decide on the applicant to be withdrawn. The process shall be repeated until one 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 applicants, the selection panel's chairperson has the casting vote.

#### V. Notification of applicants

The interested parties shall be informed by notification sent to their e-mail address of the lists of selected and excluded applicants as well as the list of final classification and ordering of the applicants. The competition procedure can be consulted by the applicants at the Human Resources Unit, under the terms indicated in the aforesaid notice.

#### VI. Submission and processing of applications

1. Applications are submitted at <https://recrutamento.iscte-iul.pt/>

2. It is mandatory for the applications to be substantiated by the following documents, under penalty of exclusion from the competition:

- i) Request for admission as an applicant, with mandatory completion of the form available at <https://www.iscte-iul.pt/conteudos/iscte/quem-somos/trabalhar-no-iscte/1393/concursos>;
- ii) Certificate issued by the competent services, documentary evidence of compliance with the requirements presented in point I of this public notice;
- iii) Curricular and teaching plan of a curricular unit of an Iscte study cycle, developed in the subject area for the competition is opened, in the form of text (maximum of 20 A4 pages) covering the

following aspects: general objectives of said curricular unit, objectives related to learning, the programme, teaching-learning process, assessment, bibliography and relevant teaching material. A copy in “pdf” format of the teaching material (slides, tests, test solutions, or other teaching material considered pertinent to the competition in question) relative to this curricular unit should be attached to this teaching plan.

iv) An original three-year research project covering the following aspects: summary, state of the art, goals and hypotheses, research plan and methodology, expected outcomes and references (maximum of 20 A4 pages);

v) Curriculum vitae of the applicant, indicating the output and work produced and published, as well as teaching activity developed. The curriculum should be organized in accordance with and in the order of the assessment criteria presented in point III of this public notice, and attach an annex with the evidence of compliance with the requirements for approval on the basis of absolute merit (point II. 3);

vi) One copy of each of the works mentioned in the curriculum;

vii) Any other relevant elements that illustrate the applicant's aptitude for performing the duties of associate professor.

3. Upon formalising the application, if it contains classified documentation revealing a trade or industrial secret, or secret related to literary, artistic or scientific property, the applicant should explicitly indicate this reservation, under penalty of the work in question being freely accessed by any of the other applicants, during procedural consultation.

4. The documents substantiating the application should be presented in Portuguese or English. Failure to submit the required documents under the terms of this public notice, their submission beyond the stipulated deadline or the submission of false documents shall result in exclusion from the procedure.

## VII. Composition of the selection panel

The selection panel is chaired, by delegation of the Rector of Iscte, by Dr Helena Maria Barroso Carvalho, Full Professor and Director of the School of Sociology and Public Policy, and composed of the following professors:

Dr Ana Margarida Nunes de Almeida, Coordinating Researcher at the Institute of Social Sciences, Universidade de Lisboa;

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

Dr Manuel Gaspar da Silva Lisboa, Full Professor at the Faculty of Social and Human Sciences, Universidade Nova de Lisboa;

Dr Elizabeth de Azevedo Reis, Full Professor at Iscte-Instituto Universitário de Lisboa;

Dr Rui Rena Pires, Full Professor at Iscte-Instituto Universitário de Lisboa;

VIII. Miscellaneous provisions

1. The workplace is located at Iscte - Instituto Universitário de Lisboa, Av. das Forças Armadas, 1649-026 Lisboa, Portugal.
2. This competition procedure expires upon the filling of the positions placed under competition.
3. In compliance with Article 9(h) of the Constitution, the Public Administration, as an employer entity, promotes a policy of equal opportunities in access to employment and career progression, scrupulously taking measures to prevent all and any form of discrimination. Likewise, no applicant can be privileged to, benefited from or deprived of any right or exempt from any duty, in particular due to ancestry, age, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic assets, reduced work capacity, disability, chronic disease, nationality, ethnic origin, territory of origin, language, religion, political or ideological beliefs and union membership.

Iscte-Instituto Universitário de Lisboa, 8 November 2022, The Rector, Maria de Lurdes Rodrigues