

UNIVERSIDADE DO PORTO

PUBLIC NOTICE NO 633/2024

Professor Pedro Nuno Simões Rodrigues, Full Professor of ICBAS – School of Medicine and Biomedical Sciences of the University of Porto, Vice-Rector of the University:

Following my Order issued on 24 April 2024, by delegated power under the Ordinance no. 9493/2022 published in the Official Gazette (*Diário da República*), 2nd series, no. 148 of 2nd August, this call for applications is published for one position of Assistant Professor to the disciplinary area of Sociology, at the Faculty of Arts and Humanities of the University of Porto. The application procedure will remain in force for a period of thirty business days as from the date immediately following the publication of this Notice in the Official Gazette.

If the University of Porto's offices are closed on the same day of the recruitment application deadline, the closest following working day will be considered for this effect.

1. Applicable legal provisions

Articles 37 to 51, 61 and 62-A of the University Teaching Career Statute (ECDU – *Estatuto da Carreira Docente Universitária*), republished in Decree-Law 205/2009 of 31 August, and amended by Law no. 8/2010 of 13 May, and the Regulations for the Recruitment of Full, Associate and Assistant Professors of the University of Porto (abbreviated to Regulations), approved by Order no. 12913/2010, published in the Official Gazette, 2nd Series, no. 154 of 10 August, and the Amendment Resolution (excerpt) no. 380/2019, published in the Official Gazette, 2nd Series, no. 64 of 1 April.

2. Administrative requirements set out in the tender specifications

2.1. Under the provisions of Article 41-A of the ECDU, all candidates in this call for applications must hold a PhD degree.

If the doctoral degree was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, under the terms of Decree-Law no. 66/2018, published in the Official Gazette, 1st series, no. 157 of 16 August. This formality must be accomplished by the application deadline.

2.2. Good command of spoken and written Portuguese. Candidates of foreign nationality, with the exception of those from Portuguese-speaking countries, must submit proof of command of spoken and written Portuguese, level B1 or higher. This requirement is officially recognized

through a certificate or diploma of Portuguese language competence according to the Council of Europe's Common European Framework of Reference (CEFR).

3. Approval based on absolute merit

3.1. If there are no reasons to reject the applications, the Selection Committee will decide on their approval or non-approval based on absolute merit, by justified nominal vote, from which the Selection Committee members are not allowed to abstain.

3.2. A candidate who is approved by an absolute majority of the voting Selection Committee members is considered approved on absolute merit.

3.3. The approval of candidates based on absolute merit will depend on whether they have a curriculum that the Selection Committee generally considers as having shown scientific and pedagogical merit and activities developed that are compatible with the disciplinary area for which this call is open and appropriate to the respective teaching position, as documented in the respective information submitted in the call.

3.4. For the purposes of the evaluation referred to in the previous point, approval based on the absolute merit of the candidates will depend on whether they hold a Doctoral degree in Sociology and have a Curriculum Vitae the Selection Committee acknowledges as relevant in terms of scientific merit and pedagogical capabilities at the national and international level, research capacity performance and high potential in the disciplinary area for which the call is open.

4. Evaluation and ranking based on relative merit

Once successful candidates have been admitted based on absolute merit, the Selection Committee will proceed to their ranking by relative merit, based on the established selection dimensions and criteria, respective weighting and final valuation system, established in accordance with the provisions of no. 6 of Article 50 of the ECDU and Article 16 of the Regulations.

4.1. Evaluation methodology

Candidates approved on absolute merit are subject to a curricular evaluation, which will be complemented by a public hearing of the candidates approved in absolute merit, aimed at clarifying aspects related to their curriculum and their scientific and pedagogical project.

The evaluation and ranking of the candidates will be based on the general functions attributed to university lecturers under Article 4 of the ECDU.

The evaluation will be particularly focussed on the disciplinary area for which this call is open, particular relevance will be given to candidates with a background in the subareas of Sociological Theory and Sociology of Work, focusing on the dimensions and respective criteria listed below. The evaluation in relative merit is based on the evaluation of the candidate's Curriculum Vitae, and particular relevance will be given to the activity carried out in the last 8 (eight) years, immediately prior to the publication date of this Public Notice.

4.2. Evaluation Dimensions

The evaluation of candidates focuses on the following Dimensions and the Scientific and Pedagogical Project:

- a) Scientific Merit (VMC) — 50%
- b) Pedagogical merit and experience (VEMP) — 20%
- c) Activities of academic extension, scientific dissemination and social and economic promotion of knowledge (VTC) — 15%
- d) Scientific and Pedagogical Project (PCP) — 15%

4.3. Evaluation Criteria

The following criteria will be taken into account in the assessment of each of the evaluation dimensions and Project identified in the previous point, and the weight to be attributed to each one of them in the final classification, without prejudice to the minimum scores identified in point 3.4 of this Public Notice, if applicable:

4.3.1. Scientific Merit (MC): (50%)

4.3.1.1. Scientific production (MC1): quality and quantity of scientific production in the specific area for which this call is open (books and book chapters, articles in indexed journals, articles in other academic journals and congresses' minutes, papers presented to conference). This evaluation will consider the number and type of publications, as well as their recognition by the scientific community (quality of the periodicals where the papers have been published and citations by other authors). The impact factors of the mentioned indexed journals must be highlighted by the candidates who, therefore, must provide specific information confirming it (50%).

4.3.1.2. Coordination and development of scientific projects related to fundamental research and applied research (MC2): quality and quantity of scientific projects in which the candidate has coordinated or participated, publicly funded on a competitive basis, both by national and international agencies, within the subject area of the call, as well as the results achieved. Particular weight will be given to the coordination of projects. The evaluation will also consider

the type of funding received, the degree of difficulty of the funding competition, the assessment of the accomplished projects and the specific tasks developed by the candidate (15%).

4.3.1.3. Coordination and participation in scientific teams (MC3): coordination and/or participation in scientific teams, namely scientific networks funded publicly on a competitive basis, both by national and international agencies, indicating the specific tasks carried out. Intervention in the national and international scientific communities expressed, namely, by the participation in research groups and lines of R&D units of the National Scientific System and other international systems (10%).

4.3.1.4. Scientific supervision of master's, doctoral and post-doctoral projects already concluded (**MC 4**). (10%).

4.3.1.5. Intervention in activities within the national and International scientific communities (MC5): organization of scientific events, invitations to present scientific meetings, presentation of lectures by invitation, collaboration in the publication of journals, endorsement of referees and participation in academic examination boards, namely as an examiner (15%).

4.3.2. Pedagogical merit and experience (VEMP): (20%)

4.3.2.1. Teaching activity (EMP1): documented experience of the candidate's teaching activity in 1st, 2nd and 3rd Cycles, as well as in training courses (60%).

4.3.2.2. Development of curricular unit programmes (UCs) within the disciplinary area for which this call is open, as well as accomplishing projects with an impact on the teaching/learning processes, promoting pedagogical projects or improving existing ones (e.g., reformulation of existing subject plans and/or participating in the restructuring of existing course programmes) (40%).

4.3.3. Activities of academic extension, scientific dissemination and social and economic promotion of knowledge (VTC): (15 %)

4.3.3.1. Scientific dissemination (TC1): coordination and participation in activities in order to disseminate scientific knowledge within the community and directed at various audiences, including organising and participating in events for large audiences, as well as taking part in activities directed to the community and in college interactions. Knowledge dissemination publications: interviews, elaboration and/or participation in the production of knowledge dissemination initiatives for the mass media (50%).

4.3.3.2. Knowledge transfer (TC2): collaboration with local and regional public and private institutions as a consultant in the area of cultural public policies (30%).

4.3.3.3. Coordination and participation as a lecturer in professional training or specialisation

courses within the disciplinary area for which this call is open **(TC3)** (20%).

4.3.4. Scientific and pedagogical project (VPCP): (15%)

The project must demonstrate its contribution for the scientific and pedagogical development of the subject area of the call, particularly within the subareas of Sociological Theory and Sociology of Work. Candidates will describe the research and teaching activities already developed and those that the candidate is committed to develop. The evaluation will take into account how these experiences will contribute for the scientific and pedagogical development of the subject area and related courses from the Department. These activities should be described in terms of a career plan (maximum of 4000 words).

5. Procedural guidelines for the Selection Committee

5.1. Scoring of Candidates

Each member of the Selection Committee makes a reasoned assessment, scoring each candidate based on each dimension on a scale from 0 to 100 points, taking into account the criteria approved for each dimension, with a degree of demand adjusted to the position for which the call is open.

5.2. Public Hearing

The Selection Committee has the possibility to hold a public hearing, under the same circumstances, for all candidates approved on absolute merit, with the purpose of clarifying in person evaluation elements from the documentation submitted by the candidate.

If there is a need to hold these public hearings, they will take place between the 30th and the 70th day following the deadline for submission of applications. All candidates will be informed by email of the date and place on which these public hearings will take place.

5.3. Final Result

The final result (RF) of the evaluation of each candidate by every member of the Selection Committee is calculated through the sum of the scores in each dimension, considering its particular weighting, as defined in the table presented in Annex I of this Public Notice.

Following the individual reasoned assessment, each member of the Selection Committee shall provide the candidates' final individual score, building the ordered list for the vote leading to the final ranking list in accordance with point 4. It is not possible for there to be a tie between candidates in the final classification.

5.4. Deliberations of the Selection Committee:

5.4.1. Any decision will result from no. 12 of Article 17, of the Regulations, applicable under Article 83-A of the ECDU, which determines its approval with a view to implementing the rules

of that legal diploma, covering the procedural process of the tenders, namely the system of evaluation and final classification.

Consequently, under the terms of no. 12 of Article 17 of the aforementioned Regulations, the Selection Committee will deliberate by means of a nominal vote based on the selection criteria adopted for the admission, selection and ranking of the candidates. An absolute majority is required for any deliberation; abstentions not being allowed.

5.4.2. Ranking methodology:

In the different votes, each member of the Selection Committee must respect the ranking list, observing the following in each vote:

- a) the first voting round is intended to determine the candidate placed in 1st place by counting the number of votes each candidate received for that place;
- b) if a candidate obtains an absolute majority of votes for the first place, must be placed in the respective position and removed from the vote. The procedure will start to choose the candidate who will be positioned in the second place of the voting round;
- c) if no candidate obtains an absolute majority of votes for the first place, a new voting round will be held, which will only include candidates who have achieved votes for the first place, upon removing the least voted candidate in the previous vote for that place;
- d) if there is a tie between two or more candidates in the least voted position, a tiebreak vote between them will be held, counting the number of relative first positions for each, with the least voted being removed;
- e) if a tie still remains between two or more candidates in the least voted position, but the number of those candidates has been reduced in relation to the previous vote, a further tiebreak vote shall be held only between candidates tied for the least voted position, counting the number of relative first positions for each, with the candidate least voted being removed;
- f) if the tie still remains between two or more candidates in the least voted position, without reducing the number of candidates tied in the least voted position in relation to the previous voting round, the decision will be made by the quality vote of the President of the Selection Committee or by a casting vote, according to the situation. The candidate voted by the President of the Selection Committee will be chosen to integrate the following voting round for the same place;
- g) if there is a tie when only two or more candidates remain for the first place, the tiebreaker is made through the casting vote of the President of the Selection Committee or by the exercise of the tiebreaker vote, according to the situation;

- h) the candidate chosen for the first place will leave the votes and then begins the selection procedure for the candidate to place in second place, repeating the process mentioned in the previous paragraphs for the subsequent places until there is a single ordered list of candidates.

6. Submission of applications

6.1. Delivery of applications

Applications must be submitted exclusively on the FLUP website at the following address: https://sigarra.up.pt/flup/pt/CNT_CAND_GERAL.CONCURSOS_LIST until the established deadline.

6.2. Required application procedures and documents:

The application must include all the following documents:

- a) Mandatory application request form (personal data and statements), fully filled in and duly dated and signed, available at https://sigarra.up.pt/up/pt/conteudos_geral.ver?pct_pag_id=1004282&pct_parametros=p_pagina=1004282&pct_grupo=3123&pct_grupo=2013&pct_grupo=2015&pct_grupo=2461#2461;
- b) Copy of the candidate's doctoral certificate or diploma, except in cases in which the doctoral degree was awarded by the University of Porto;
- c) Proof of recognition of the PhD awarded by a foreign higher education institution by a Portuguese higher education institution (if applicable);
- d) Certificate or diploma stating command of spoken and written Portuguese, in accordance with the Common European Framework of Reference of the Council of Europe, in the case of candidates of foreign nationality, with the exception of those from Portuguese-speaking countries;
- e) Curriculum Vitae with all relevant information to evaluate the candidate's application, as well as to demonstrate compliance with the criteria set out in point 3 of this Public Notice, in accordance and in the order of the selection criteria described in point 4.3 of this Public Notice, i.e., the selection dimensions and criteria;
- f) Documentation proving the activities referred to in points 4.3.2 and 4.3.3.3;
- g) A copy of each work mentioned in the curriculum presented, which will allow the verification and evaluation of the criteria in points 3 and 4.3 of this Public Notice. Additionally, applicants may also highlight up to ten of such works that they consider most representative of their activities.

h) A file with the Scientific and Pedagogical project describing the career development plan related to the areas of research in the disciplinary area for which this call is open and which the candidate proposes to develop at the University of Porto, including its articulation with the teaching activity. This document must not exceed 4000 words.

6.3. Each of the documents listed in subparagraphs f) and g) of point 6.2 of this Public Notice, should be submitted in an individual file and in full in the SIGARRA platform. The documents can be integrated into folders with compressed format (ZIP, RAR, 7Z). However, it is necessary to consider the system's limit for upload, which is set at a maximum of 720MB per file or compressed folder. Each applicant may submit several files or zipped folders, each with a limit of 720 MB. There is no limit to the number of files/zipped folders submitted.

6.4. For the purposes of evaluating applications, any document that can only be accessed via a web link will not be considered. It is required that the documents are submitted in the SIGARRA platform.

6.5. The documents mentioned in point 6.2 should be submitted preferably in a non-editable format.

6.6. Failure to comply with the provisions of paragraph 6.1 determines the non-admission of the application.

6.7. Failure to submit or late submission of the documents mentioned in subparagraphs a) and h) of point 6.2 shall result in the rejection of the application.

7. Notification of the results and requests for a prior hearing

7.1. The Human Resources Office of the Common Resources and Services Centre of the University of Porto will notify the candidates on the ranking of the administrative admission or non-admission to the call, based on fulfilling or non-fulfilling the conditions established in the current legislation and in point no. 2 of this Public Notice, and the conditions established regarding the application instruction referred in paragraph 6.2.

7.2. The candidates who have not been admitted administratively, or have not been approved on absolute merit, as well as candidates who appear on the ranked list of candidates in places that will not allow them to fill the post announced, may request a prior hearing under the terms of Articles 121 and 122 of the Code of Administrative Procedures. All candidates are notified of the final deliberation approved by the Selection Committee.

7.3. The notifications will be sent by email, pursuant to article 112, no. 1, subparagraph c) and article 113, no. 5 of the CPA.

The deadline for candidates to comment in writing is ten working days.

8. Composition of the Selection Committee:

CHAIR - Professor Paula Pinto Costa, Full Professor and Dean of the Faculty of Arts and Humanities of the University of Porto, by delegated power under Ordinance no. 4270/2024, published in the Official Gazette, 2nd series, no. 77, from 18 April.

Members:

Doctor José Manuel Oliveira Mendes, Full Professor of the Faculty of Economics, University of Coimbra

Doctor Maria João Ferreira Nicolau dos Santos, Associate Professor with Aggregation, Department of Social Sciences, Lisbon School of Economics and Management, University of Lisbon;

Doctor Renato Miguel Emídio do Carmo, Associate Professor with Aggregation, Department of Sociology, Sociology, ISCTE - University Institute of Lisbon;

Doctor Maria das Dores Horta Guerreiro, Associate Professor, Department of Sociology, ISCTE - University Institute of Lisbon;

Doctor Maria Isabel Correia Dias, Full Professor, Department of Sociology, Faculty of Arts and Humanities, University of Porto;

Doctor José Virgílio Borges Pereira, Full Professor, Department of Sociology, Faculty of Arts and Humanities, University of Porto;

Doctor João Miguel Trancoso Vaz Teixeira Lopes, Full Professor, Department of Sociology, Faculty of Arts and Humanities, University of Porto.

9. Hiring

The assistant professor will be hired under an Indefinite-Term Employment Contract for a trial period of five years.

10. Other provisions

The Joint Order no. 373/2000, of 31 March, issued by the Minister for Reform of Government and Public Administration and the Minister for Equality, determines that the following mention must be made in the entrance and access contests:

“In compliance with paragraph h) of article 9 of the Portuguese Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities among men and women to access employment and in their professional progress, taking strict measures to

avoid any type of discrimination”. In this sense, the terms “candidate(s)”, “teacher(s)” and similar terms are not used in this Public Notice to refer to the gender of people.

Likewise, no candidate may be privileged, benefited, harmed or deprived of any right, or exempted from any duty on grounds, in particular, of descent, age, sexual orientation, marital status, family situation, economic situation, education, origin or social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic or racial origin, territory of origin, language, religion, political or ideological beliefs and trade union membership.

24 April 2024 – The Vice-Rector, Professor Pedro Nuno Simões Rodrigues

Annex

Table 1. Weights of each dimension and corresponding criteria for the curricular evaluation (AC)

Scientific Merit [VMC] (50%):

- Scientific production [MC1] (50%)
- Coordination and participation in scientific projects related to fundamental research and applied research [MC2] (15%)
- Constitution and participation in scientific teams [MC3] (10%)
- Scientific supervision [MC4] (10%)
- Involvement in activities of the national and international scientific communities [MC5] (15%)

Teaching Experience and Pedagogical Merit [VEMP] (20%):

- Teaching experience [EMP1] (60%)
- Development of curricular unit programmes [EMP2] (40%)

Activities of academic outreach, scientific dissemination and social and economic promotion of knowledge [VTC] (15%):

- Scientific dissemination [TC1] (50%)
- Knowledge transfer [TC2] (30%)
- Coordination and participation as a lecturer in professional training or specialisation courses within the disciplinary area for which this call is open [TC3] (20%)

Scientific and Pedagogical Project [VPCP] (15%)

$$AC = (50\% \times VMC) + (20\% \times VEMP) + (15\% \times VTC) + (15\% \times VPCP)$$