

Lisbon Polytechnic Institute
PROCLAMATION

Under the terms and conditions of Articles 3, 5, 10-B, 15, 15-A, 17 and 29-B of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), sanctioned by Decree-Law No. 185/81, of 1 July, in its republication as it appeared in Decree-Law No. 207/2009, of 31 August, and by Law No. 7/2010, of 13 May, together with Dispatch No. 1979/2010, published in Diário da República, Series II, No. 19, of 28 January, amended by Amendment Declaration No. 244/2010, published in Diário da República, Series II, No. 26, of 8 February, which sanctioned the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute (IPL), it is hereby made public, by dispatch of the President of the Lisbon Polytechnic Institute, of 30 July 2024, in Article 92(1)(d) of Law No. 62/2007 of 10 September, and Article 26(1)(d) of the Normative Dispatch No. 20/2009 of 13 May, published in Diário da República Series II No. 98 of 21 May, that, for a period of 30 working days from the publication of the present proclamation in Diário da República, applications are now invited for the purpose of filling a teaching vacancy scheduled for 2024 at the Lisbon Higher School of Music (ESML) of the Lisbon Polytechnic Institute.

1. Type of Selection Process — Document Based.
2. Category - Adjunct Professor.
3. Scientific Area — Music, in the areas of Rehearsal Practices and Collaborative Piano.
4. Validity of the selection process — The process is valid only for filling the specified job position, and ends when it is completed, as provided for in Article 38 of Order no. 1979/2010, published in Diário da República, Series II, No. 19 of 28 January.
5. Functional Content — As described in Article 3(4) of the ECPDESP.
6. Applicable legal relation mode - Public service employment contract for an indefinite period with a trial period of five years, in accordance with article 10-B of ECPDESP.
7. Admission requirements — Applicants for the above-mentioned post should meet the conditions laid down in Article 17 of ECPDESP and hold a PhD or Specialisation in the subject area in question.
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8. Applications — Applications must be formalised by means of an application, addressed to the President of the IPL, accompanied by all the documentation described

in point 10. of the notice, and sent to the following email address: r.humanos@esml.ipl.pt.

9. Application requirements — Submission of the following information is mandatory: full name; parents' names; date and place of birth; number and date of identification document and issuing authority; home address and telephone number; marital status; academic qualifications and final grade; professional category and position currently held; identification of the position the candidate is applying for and of the *Diário da República* in which the present proclamation was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.

10. Documents to be submitted together with the application:

a) Identity card or citizen card (with no exclusion for failing to present an identification document, upon presentation of an alternative document, proving the requirements necessary to perform public duties);

b) Criminal record certificate;

c) Medical certificate confirming the candidate's physical condition and psychological profile to perform public service, issued by a practising doctor;

d) Compulsory vaccination record, duly updated;

e) Documents proving that the candidate meets the legal provisions stipulated in paragraph 7 of this notice;

f) Detailed *Curriculum Vitae*, dated and signed by the applicant, in PDF format;

Supporting documentation referred to in the *Curriculum Vitae*, in PDF format;

h) Complete list of all documentation submitted.

10.1. Whenever appropriate, the Jury reserves the right to request further documentation related to the curriculum vitae submitted.

11. Exemption from the submission of documents – Exemption from the submission of the documents mentioned in b), c) and d) of the previous paragraph may be granted to applicants who declare in their application, under separate headings and on their word of honour, their exact situation with respect to the content of each of these items.

12. Information to be provided in the curriculum vitae:

12.1 — Academic qualifications (degrees, grades, dates and institutions where they were obtained);

12.2 — Other official graduate and post-graduate courses, specifying the grades, dates and institutions where they were obtained;

12.3 — Technical, Scientific and Professional Performance in the area in question:

a1) References to participation in artistic output and scientific and artistic outreach activities such as artistic events, lectures, seminars or congresses, services to the community and development of projects with other community entities, relevant to the specific area and discipline in question (the documents provided should make it possible to assess the degree of involvement and responsibility of the candidate as well as the final results of the initiatives);

a2) References to artistic participation in audio or video recordings publicly broadcast and/or edited, research publications, technical or didactic works such as articles, books, book chapters and scientific papers (the documents provided should make it possible to assess skills, through an analysis of the quality of the work produced) — up to 10 of the most representative works must be selected and sent (2 copies per work, when digital format is not possible);

a3) References to coordination of artistic and scientific projects, supervision, participation and debate on juries for research work, dissertations, training reports and projects and organisation of artistic and scientific events.

12.4 — Pedagogical performance in the area:

b1) Teaching on Bachelor's degrees, Masters' degrees and Doctorate programmes in the area in question;

b2) References to the design of programmes and curricular plans, and coordination of courses in the specific area and discipline in question;

b3) Published or presented teaching materials;

b4) References to the coordination, participation and promotion of pedagogical projects in the specific area and discipline in question.

12.5 — Management and administration activities in higher education institutions:

c1) References to participation in management and administrative bodies and activities;

c2) References to participation in institutional work groups/committees and publicity activities.

12.6 — Other experience relevant to the present application;

13. Selection criteria and classification of candidates – In compliance with the terms of Article 15-A and 23 of ECPDESP and Article 26 of Dispatch 1979/2010, published in Diário da República, Series II, No. 19 of 28 January, amended by Amendment Declaration No 244/2010, published in the Diário da República, Series II, No. 26 of 8 February, the Jury, at a preliminary meeting held on 13 June 2024, approved the following parameters, criteria and considerations, in view of the evaluation and shortlisting of candidates, and their curriculum vitae must be organised in accordance with them:

a) Technical, Scientific and Professional Performance in the field (TSPP - 40%)

a1. References to participation in artistic output and scientific and artistic outreach activities such as artistic events, lectures, seminars or congresses, services to the community and development of projects with other community entities, relevant to the specific area and discipline in question (the documents provided should make it possible to assess the degree of involvement and responsibility of the candidate as well as the final results of the initiatives) (17.5%);

a2. References to artistic participation in audio or video recordings publicly broadcast and/or edited, research publications, technical or didactic works such as articles, books, book chapters and scientific papers (the documents provided should make it possible to assess skills, through an analysis of the quality of the work produced) — up to 10 of the most representative works must be selected and sent (2 copies per work, when digital format is not possible (12,5%);

a3. References to coordination of artistic and scientific projects, supervision, participation and debate on juries for research work, dissertations, training reports and projects and organisation of artistic and scientific events (10%).

b) Teaching Ability in the field (TA– 45%):

b1. References to teaching on undergraduate, Master's and doctoral programmes in the specific area and discipline in question (15%);

b2. References to the design of programmes and curricular plans, and coordination of courses in the specific area and discipline in question (15%);

b3. Published or presented teaching materials (5%);

b4. References to the coordination, participation and promotion of pedagogical projects in the specific area and discipline in question (10%).

c) Relevant management and administrative activities in higher education institutions (OA - 15%)

c1. Participation in bodies and in management and administrative activities (7.5%);

c2. Participation in institutional work groups/committees and publicity activities (7.5%).

Final Classification (FC) = (TSPP 40%) + (TA 45%) + (OA 15%)

14. Jury – By dispatch of the President of the Lisbon Polytechnic Institute, dated 30 April 2024, published by Proclamation No. 5383/2024 in the *Diário de República*, Series II, No. 94 of 15 May, the Jury shall be composed as follows:

President:

— Dr Miguel Diniz Santos Gonçalves Henriques, Chair of the Technical-Scientific Council of the Lisbon Polytechnic Institute, by delegation of powers by the President of the Lisbon Polytechnic Institute;

Permanent Members:

— Dr Carlos Fernando da Silva Marecos, Coordinating Professor at the Lisbon Higher School of Music of the Lisbon Polytechnic Institute;

— Professor Luísa Tender, Coordinating Professor at the Higher School of Applied Arts of the Polytechnic Institute of Castelo Branco, specialist of recognised merit under the provisions of Article 12(1)(a)(iii) of the regulations for hiring teaching staff at the Lisbon Polytechnic Institute, approved as an annex to Order no. 1979/2010, of 12 January, published in DR no. 19, Series II of 28 January;

— Professor José Filomeno Martins Raimundo, Retired Coordinating Professor at the Higher School of Applied Arts of the Polytechnic Institute of Castelo Branco;

— Professor Miguel Rocha, Retired Coordinating Professor at the Higher School of Applied Arts of the Polytechnic Institute of Castelo Branco;

Alternate Members:

- Francisco da Costa Sasseti Pais, specialist of recognised merit under the provisions of Article 12(1)(a)(iii) of the regulations for hiring teaching staff at the Lisbon Polytechnic Institute, approved as an annex to Order no. 1979/2010, of 12 January, published in DR no. 19, Series II of 28 January;
- Professor António Augusto Aguiar, Coordinating Professor of the Higher School of Music and Performing Arts of the Porto Polytechnic Institute.

15. Admission, assessment and classification of candidates – once the application period expires, the jury meets to consider the admission and proceed with the assessment and classification of candidates in accordance with the criteria stated in point 13 of this Proclamation.

15.1. The selection procedure may be terminated by reasoned act of the President of IPL respecting the general principles of administrative activities as well as the legal and regulatory limits on recruitment.

16. Absolute merit is gauged on the basis of the candidate's *curriculum vitae*, relevant in the area to which the present proclamation refers, under the terms laid down in point 13 of this Proclamation. Candidates who do not successfully achieve a classification of 50% or higher in the jury's assessment will be excluded.

17. Prior hearing – In the event of a candidate being excluded for non-compliance with the legal requirements, or for lack of absolute merit, and at the end of the assessment, a prior hearing will be given under the terms of Article 121 et seq. of the Code of Administrative Procedure (CPA), published by Law No. 4/2015 of 7 January.

18. Public hearings - Under the terms laid down in Article 23(4)(b) of ECPDESP, the jury may conduct public hearings on an equal footing for all candidates.

19. Consultation of the process – The application process can be consulted by candidates who wish to do so at the facilities of the Lisbon Higher School of Music located on the IPL Benfica Campus, 1500/651 Lisbon, from 10am to 12pm and from 2pm to 4pm by prior appointment.

20. Recruitment conditions - Shortlisted candidates will be contracted under the terms and conditions which allow for the provisions laid down in Article 22 of Law 82/2023 of 29 December (State Budget for 2024).

21. Pursuant to Article 9(h) of the Constitution, as an employer the IPL actively promotes a policy of equal opportunities for men and women as regards access to employment and professional career advancement, scrupulously guarding against any and all forms of discrimination.

Lisbon, 28 June, 2024. The Substitute President of the IPL - Professor Doctor Manuel de José Matos.