

## PORTO POLYTECHNIC INSTITUTE

*Escola Superior de Música e Artes do Espetáculo*

### Public notice

**Opening of a competition procedure with view for the occupation of a job position planned and not occupied in the personnel map of ESMAE, for the career teaching-staff of the polytechnic higher education in the category of Coordinator Professor in the subject area of Music/Theory/Music Psychology, in the form of employment contract in public functions of indefinite duration.**

1. In accordance with paragraph d), no. 1 of the article 16 of the *Escola Superior de Música e Artes do Espetáculo* of Porto Polytechnic Institute's legal status, hereafter designated ESMAE and IPP, approved by Order no. 7859/2017, published in *Diário da República* (Official State Gazette), no. 172 of 6 September and article no. 16 of the Career Statute for Teaching Staff in Polytechnic Higher Education (*Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico - ECPDESP*), IT BECOMES PUBLIC, by Order of ESMAE's President, no. ESMAE/PR-05/2020, of 23 March, that a documental open competition (*concurso público documental*) shall be initiated 30 days (weekdays) after the publication of the respective notice in the *Diário da República* for employment in a currently unoccupied position at ESMAE, as career faculty member, within the category of *Professor-Coordenador* in the subject area of Music/Theory/Music Psychology. This refers to a predicted job position, not belonging to the map of personnel of ESMAE, with a contract for public service of indefinite duration, in accordance with articles 10, 11, 15, 15-A, 19, 29-A, 29-B all of the Career Statute for Teaching Staff in Polytechnic Higher Education, approved by Decree-Law no. 185/81, of 1 July, as specified by Decree-Law no. 207/2009, of 31 August, amended by Law no. 7/2010, of 13 May and by Law no. 45/2016, of 17 August, combined with the Regulation of Open Competition for the Recruitment of Career Teaching Staff of Porto Polytechnic Institute, approved by Order no. 4807/2011, published in the *Diário da República*, 2<sup>nd</sup> series no. 54, of 17 March 2011, as well as the General Labour Law in Public Functions.
2. **Place of Work** – ESMAE, *Rua da Alegria, no. 503, 4000-045 Porto.*

**3. Number of available positions – 1.**

**4. Mode of Legal Relationship** – with labour contract of public functions of indefinite duration.

**5. Job Description** – The obligations of the *Professor-Coordenador* are the ones present in article 3, no. 5 of the Decree-Law no. 185/81 of 1 July, as specified by the Decree-Law no. 207/2009, of 31 August, amended by Law no. 7/2010, of 13 May (ECPDESP) and by Law no. 45/2016, of 17 August, as well as the general obligations of article 73 of General Labour Law in Public Functions, approved in annex by Law no. 35/2014, of 20 June.

**6. Remuneration position:** The remuneration regime is applicable to career teachers and teaching staff hired in addition to the career it consists of a specific diploma, as provided in article 35, paragraph 1 of ECPDESP.

**7. Requirements for Recruiting:**

a) Applications for the above-mentioned post should meet the conditions laid down in articles 33 to 35 of General Labour Law in Public Functions, approved by Law no. 35/2014, of 20 June.

b) In accordance with article 19 of the ECPDESP, candidates must hold a PhD. or the Title of Expert, obtained over five years ago in the area and subarea in question.

c) The opponents of the open competition holding a foreign qualification must prove its recognition, equivalence or registration of the PhD degree by a Higher Education Portuguese Institution, in accordance with article 4 of Decree-Law no. 341/2007, published in *Diário da República*, 1<sup>st</sup> series, no. 197, of 12 October. This formality must be completed by the application deadline;

d) The fulfilment of the requirements contained in the Career Statute for Teaching Staff in Polytechnic Higher Education and those contained in the Regulation of Open Competition for the Recruitment of Career Teaching Staff of Porto Polytechnic Institute.

**8. Expiration:**

7.1. The opening for the afore-mentioned position expires when the post is filled, or in case of lack of candidates.

7.2. The President of IPP may cancel the process by a duly substantial claim, concerning the general principals of the administrative activity as well as legal, regulatory and procedural limits.

## **9. Application procedure:**

9.1. Deadline for the submission of applications: 30 (thirty) weekdays counting the date of publication in *Diário da República*;

9.2. Applications are to be submitted electronically through the web address: <https://portal.ipp.pt/concursos/esmae/pessoal/>

9.3. Applications sent through email or postal address will not be accepted;

9.4. The application is submitted through an electronic form of application to the open competition, dated and signed, addressed to the President of IPP and must contain, among other, the following elements:

- a) Identification of the candidate by name, date of birth, nationality, civil and tax identification number, postal and email address and telephone numbers;
- b) Identification of the open competition for promotion object of the application;
- c) Indication of the category and scientific area in which is integrated in the institution;
- d) Indication of the academic degrees and titles held by the candidate;

9.5. The candidate must accompany with the application the following documents:

- a) Declaration of authorization to third parties – access to data and/or documents, available at ESMAE's website, [www.esmae.ipp.pt](http://www.esmae.ipp.pt);
- b) Criminal record certificate;
- c) Medical declaration, attesting the candidate's physical and mental fitness for public service, signed by a practicing physician;
- d) Proof of up-to-date vaccinations;
- e) Signed declaration in which the candidate declares that the elements contained in the application are true;
- f) Detailed *Curriculum Vitae* containing all relevant information for the evaluation of the application taking into consideration the parameters and criteria selection for the candidates as mentioned in 10.1 of this notice. It is recommended that it be organized according to the evaluation sub-factors detailed below in 9.6. The *Curriculum Vitae* must be dated, signed and delivered in digital format in PDF format;

- g) Copies of the works and documents for the purposes of the evaluation foreseen in 10.2 of this notice, organized by the requirements of technical-scientific and professional performance, pedagogical capacity and other relevant activities and the parameters provided in 10.2.1, 10.2.2 and 10.2.3;
- h) Certificate proving ownership and the date obtained the degree and titles required for the open competition;
- i) A list of all documents submitted.

9.5.1 The documents mentioned in paragraphs b), c) and d) of the previous number may be replaced by a declaration made in the application, under honour, where, in separate paragraphs, the candidate must define its precise situation in relation to the content of each of those paragraphs;

9.5.2 If the documents mentioned in paragraph g) in 9.5 are not available in digital format they may be replaced by delivering them on paper a number of copies corresponding to the number of members in the jury, to be sent by registered mail within the submission deadline making mention of the application done by electronic means.

9.6 The *Curriculum Vitae* must contain:

- a) Full identity;
- b) Category and scientific area in which the candidate is integrated in the institution;
- c) Appropriate specificity to the disciplinary area for which the open competition is aimed at;
- d) Academic qualifications (Titles, Academic Degrees, Grades, Dates and Institutions where these qualifications were obtained);
- e) Other graduate and postgraduate level courses with the respective classification, date, duration and Institutions where these qualifications were obtained;
- f) Training and professional experience;
- g) Description of the technical-scientific, pedagogical and organizational production in accordance with the parameters and criteria for the selection of the candidates in 10.1 of this notice;
- h) Other experiences considered relevant for the open competition.

9.7 Whenever appropriate, the jury reserves the right to request further documentation

related to the submitted curriculum.

9.8 It will be only considered for punctuation the occurrences mentioned in the *Curriculum Vitae* to which it was delivered the respective proof documentation;

9.9 Failure to comply with the deadline for submitting the application, as well the failure to submit or late submission of the documents mentioned in paragraphs a), e), f), g) and h) in 9.5 of this notice, of mandatory delivery, determines the exclusion of the application;

9.10 The process can be consulted at <https://portal.ipp.pt/concursos/esmae/pessoal/>

## 10 Criteria for the ranking and selection of Candidates:

According to article 15-A, of ECPDESP and to Order no. 4807/2011, published in the 2<sup>nd</sup> series of *Diário da República*, no. 54, of 17 March, the ESMAE's Technical Scientific Council at its plenary meeting of 30 October 2019, approved the following criteria, indicators and weight for the candidates' evaluation and ranking order, according to which the respective *Curriculum Vitae* should be organized:

<b>Evaluation criteria for the documental open competition of Coordinator Professor in the scientific area of Music/Theory/Music Psychology to ESMAE</b>	<b>Weight of each item %</b>
<p>a) <b><u>Scientific and Technical Performance (STP - 35%)</u></b></p> <p>a1. Academic and/or Professional education (PhD, Title of Expert and Aggregation Proof);</p> <p>a2. Technical and scientific production, books, book chapters, articles featured in scientific journals (with or without peer review) and in minutes of scientific meetings, as well as conferences; Active participation in colloquia, congresses, seminars, journeys and other scientific forums (in evaluating this parameter, it should be taken into consideration the quantity, originality and diversity of scientific production, as well as the degree of internationalization);</p> <p>a3. Relevant knowledge in the areas of Music Psychology and Music Education with extensive working experience in multidisciplinary teams; Member of the organizing committee of congresses, colloquia or other scientific forums;</p>	<p>8,75</p> <p>3,5</p> <p>14</p>

<p>a4. Participation in Artistic/Technical-Scientific projects, relevant insertion in the medium and professional networks (national and international);</p>	<p>8,75</p>
<p><b>b) <u>Pedagogical Experience (PE) - 35%</u></b></p> <p>b1. Professional teaching experience in the field of the group of subject to which this documental open competition is aimed at: greater professional experience in polytechnic and/or university higher education; Teaching subjects fitting different study cycles (in evaluating these parameters, it should and taken into consideration the number and diversity of lectured unit subjects);</p> <p>b2. Elaboration of programs of subjects for which the open competition is aimed at (authorship and co-authorship); Capacity for pedagogical innovation and coordination of academic groups or committees: supervision of pedagogical scientific, artistic and technical activities; Promotion of pedagogic initiatives aimed to improve teaching and learning processes or participation in pedagogical networks; Coordination or participation in academic groups or committees for the elaboration or restructuration of courses and curricular units;</p> <p>b3. Scientific supervision: Supervision of a Master's Degree dissertations/projects/final internship reports; Co supervision of a PhD thesis;</p> <p>b4. Participation in juries of academic examinations: Jury of a PhD thesis; Jury of a Master's Degree dissertations/projects/final internship reports.</p> <p>b5. Pedagogical activities in the field of performance and musical creation.</p>	<p>10,5</p> <p>10,5</p> <p>3,5</p> <p>5,25</p> <p>5,25</p>
<p><b>c) <u>Other activities relevant to the mission of the institution (OAR - 30%)</u></b></p> <p>c1. Participation in statutory management (President, Vice-President and Member) and intermediate pedagogical management in higher education considering the time and diversity of positions; Other institutionally relevant activities;</p> <p>c2. Participation in national teaching-staff hiring juries;</p> <p>c3. Jury of Academic examinations of contests for polytechnic or</p>	<p>12</p> <p>3</p> <p>3</p>

<p>university teaching-staff;</p> <p>c4. Participation in the organization of scientific, artistic and cultural events; Coordination, execution and development of projects or activities of a practical activities inserted in the socio-professional, artistic and cultural environment; Promotion of pedagogic initiatives aimed to improve teaching and learning processes or participation in pedagogical networks; Coordination or participation in academic groups or committees for the elaboration or restructuration of courses and curricular units;</p> <p>c5. Member of bodies and participation in institutional working groups/committees, actions to publicize the institution and participation in educational institutions of national or international projection;</p> <p>c6. Active coordination/participation in groups or committees, including those of institutional evaluation, with presentation of reports and commissions for the creation/accreditation of courses.</p>	<p>3</p> <p>3</p> <p>6</p>
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**10.2** Curricular Evaluation (CE): the following evaluation and scoring parameters are mandatorily considered and weighted according to the requirements of the functions corresponding to the category to which the present open competition relates:

**10.2.1 Scientific and Technical Performance (STP): 35%**

**10.2.2 Pedagogical Experience (PE): 35%**

**10.2.3 Other activities relevant to the mission of the institution (OAR): 30%**

**10.3** The final classification (FC), on a scale of 0 to 100 points, will be obtained by the following formula:

$FC = (0,35 \text{ STP} + 0,35 \text{ PE} + 0,30 \text{ OAR})$ , candidates who obtain a final classification equal to or superior than 50 points are considered approved in absolute merit and candidates who obtain a final classification lower than that score are not approved.

**10.4** In compliance with the terms of point 3 of article 20 of the Regulation of Open Competition for the Recruitment of Career Teaching Staff of Porto Polytechnic Institute, Professors exercising management positions in their corresponding organic units/institutes and exempt from teaching activities due to the application of legal or statutory norms or by determination of competent bodies,

shall not be hindered in applying the evaluation grid defined by the Juries to the parameter mentioned in paragraph b) in 10.1 of this notice.

**11.** The jury minutes are available to the candidates, whenever requested, through the application platform.

**12.** Any false statements are punishable by law.

**13.** The composition of the jury is as follows:

President:

- Professor Doutor João Manuel Simões da Rocha, Coordinator Professor, President of Porto Polytechnic Institute.

Professora Doutora Maria Manuela Bronze da Rocha, Coordinator Professor of Escola Superior de Música e Artes do Espetáculo of Porto Polytechnic Institute, replaces the President in his absences or impediments.

Effective members:

– Professora Doutora Madalena Abranches de Soveral Torres, Coordinator Professor of Escola Superior de Música e Artes do Espetáculo of Porto Polytechnic Institute;

– Professora Doutora Graça Maria Boal Palheiros, Coordinator Professor of Escola Superior de Educação of Porto Polytechnic Institute;

– Professor Doutor Jorge Manuel Salgado de Castro Correia, Associate Professor of Communication and Art Department of Universidade de Aveiro;

– Professor Doutor Eduardo José Tavares Lopes, Associate Professor with Aggregation Exams of Escola de Artes of Universidade de Évora;

– Professora Doutora Liliana Gomes da Silva Araújo, Senior Lecturer of Trinity Laban Conservatoire of Music and Dance, London, UK.

**14.** Under the terms of paragraph b) of no. 4 of article 23 of the ECPDESP, the jury may hold public hearings, on equal terms for all the candidates

**15.** The reasons for exclusion from this open competition:

a) Obtaining a lower score than that defined in this notice or by the jury as considered for approval in absolute merit;

b) Failure to attend the public hearing, if realizable;

c) Obtaining a final classification lower than 49.5 points as a result of the application of the formula in 10.3 of this notice.



**16.** 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 professional progress, scrupulously ensuring that any form of discrimination is avoided.

**17.** This Official Announcement will be disclosed in the following terms:

- a) In the 2<sup>nd</sup> series of the *Diário da República* (Official State Gazette);
- b) In the Public Employment Pool, at [www.bep.gov.pt](http://www.bep.gov.pt), the 1<sup>st</sup> working day following *Diário da República*'s publication;
- c) At the *Fundação da Ciência e Tecnologia*, I.P. website, in both Portuguese and English languages;
- d) At ESMAE's website, [www.esmae.ipp.pt](http://www.esmae.ipp.pt);
- e) At appropriate venues.

27 March 2020 – The President of ESMAE, António Augusto Martins da Rocha Oliveira Aguiar