

## Castelo Branco Polytechnic Institute

### Notice

#### Call for applications for the post of assistant professor

1. It is hereby announced that, by my order of 31 March 2026, authorisation has been granted to open a document-based competition, for a period of 30 working days, from the date of publication of this notice in the Diário da República, for a post in the teaching staff of higher polytechnic education, in the category of assistant professor, in the subject area of Sports Sciences, specialising in Child Motor Skills, with CNAEF code 813.
2. Applicable legislation
  - a) Statute on the Career of Teaching Staff in Polytechnic Higher Education (ECPDESP), approved by Decree-Law No. 185/81 of 1 July, in its current version;
  - b) Regulations on the Recruitment and Appointment of Tenured Teaching Staff at the Castelo Branco Polytechnic Institute (published in the Official Gazette, 2nd series, of 15 March 2021);
  - c) Specialist Qualification, Decree-Law No. 206/2009 of 31 August, in its current version;
  - d) Code of Administrative Procedure and other supplementary legislation applicable to public sector employees.
3. Place of work: Castelo Branco Polytechnic Institute.
4. Number of positions: 1.
5. Type of employment contract: permanent civil service contract, with a five-year probationary period.
6. Job description: The assistant professor is responsible for performing the duties set out in Article 3(4) of the ECPDESP and is entitled to the remuneration provided for in the pay scale for teaching staff in polytechnic higher education.
7. Validity of the vacancy: the vacancy is valid for the post in question and will expire once the post is filled or if there are no or insufficient candidates.
8. Admission requirements
  - 8.1 Cumulative entry requirements for the competition:
    - 8.1.1 General Requirements  
The general admission requirements are as follows:
      1. Be at least 18 years of age;
      2. Not be disqualified from holding public office;
      3. Be in good physical and mental health, as required for the performance of the duties;
      4. Have complied with the mandatory vaccination requirements.
    - 8.1.2 Special requirements  
The following are special admission requirements:
      - a) Hold a PhD or a specialist qualification (Decree-Law 206/2009 of 31 August) in the subject area of Sports Science, specialising in Child Motor Development.

- b) In the case of a PhD, the concept of 'area' implies a direct correspondence with the area of the doctoral programme, which must cover the scientific or disciplinary area referred to in point 1 of the call for applications.
- c) Have a command of the Portuguese language (spoken and written) at a level that allows for the assignment of teaching duties, without any limitations on communication in this language.

#### 9. How to apply:

9.1 Applications must be submitted in writing, addressed to the Chair of the IPCB, in Portuguese;

9.2 Applications may be submitted in person or sent by post, by registered letter with acknowledgement of receipt, to: Castelo Branco Polytechnic Institute, Av. Pedro Álvares Cabral, 12, 6000-084, Castelo Branco;

9.3 If applying by post, the application must be posted by the deadline for submission of applications; in this case, the date of posting shall be taken into account.

9.4 Applications submitted by email will not be accepted.

#### 10. Application form

The application form must include the following details:

- a) Details of the competition for which you are applying, including the reference number of the notice and the date of publication in the Diário da República;
- b) Personal details (full name), postal address, email address and telephone number;
- c) Academic qualifications and/or professional/academic titles;
- d) Identification of the institution, as well as the career path and category to which you belong, if applicable;
- e) A declaration that you meet the general admission requirements referred to in point 8.1.1 of the notice.

#### 11. Documents to be submitted:

The application form must be accompanied by the following documents, clearly labelled:

- a) One hard copy and six electronic copies of the curriculum vitae and respective annexes (PDF format, non-editable) organised in accordance with the evaluation and ranking criteria and sub-criteria set out in the call for applications (point 18);
- b) A simple photocopy of the document proving possession of a doctoral degree or specialist qualification;
- c) "Specific recognition" of the degree, certified in accordance with the provisions of Article 20 of Decree-Law No. 66/2018 of 16 August, for candidates holding foreign qualifications; this requirement must be met by the application deadline.
- d) Internationally recognised certification of proficiency in the Portuguese language at a level sufficient to teach in that language, if the candidate is not a Portuguese national or a national of a country where Portuguese is the official language.

#### 12. Curriculum Vitae

12.1. The curriculum vitae must be submitted and organised in accordance with the components and criteria set out in this notice:

- Technical, scientific and professional performance;
- Teaching ability;
- Performance in other activities relevant to the institution's mission.

12.2. The curriculum vitae must include a table of contents, with attachments listed in chronological order, from the most recent to the oldest, in accordance with the order of the criteria set out in the previous point.

12.3 It is the candidate's responsibility to provide evidence to support their claims. Activities that are not documented will not be taken into account.

### 13. Formalities

13.1. The documents referred to in point 11 of the notice must be submitted in electronic format (on a USB stick) and clearly labelled; candidates must ensure that the files are legible.

13.2. Documents must be submitted in PDF (Portable Document Format) unless the nature of the document does not allow this;

13.3. File names must not contain the following characters: /, \, |, :, \*, ?, ", (less than) and (greater than), or Portuguese characters with a "cedilla" or "tilde".

13.4 The name of each file must not exceed 20 characters.

### 14 No need to present

14.1. Candidates currently employed by the IPCB are exempt from submitting documents that are already on file in their individual records; they must expressly state this in their application form.

14.2. Applicants who state in their application form that they meet the general requirements (point 10(e)) are exempt from submitting supporting documents.

### 15. Exclusion

The following candidates will be excluded:

- a) Do not meet the requirements set out in this notice;
- b) Do not submit the documents required in this notice;
- c) Submit documents after the deadline specified in this notice;
- d) Submit a false document.

### 16. Notification of candidates

Candidates will be notified, preferably by email, at the address provided in the application form.

### 17. Selection methods

17.1 The selection method to be used is assessment of academic records.

17.2 The following components must be taken into account in the assessment of academic records:

- a) Performance in technical, scientific and professional areas;
- b) Teaching ability;
- c) Performance in other activities relevant to the institution's mission.

## 18. Ranking and weighting criteria

The ranking criteria and their respective weightings are as follows:

A - Technical, scientific and professional performance – 50%;

Technical and scientific performance (TSP)

### a) Technical and scientific output (PC)

- i. First author of scientific books with an ISBN in the field of the competition.
- ii. Non-first author of scientific books with an ISBN in the field of the competition.
- iii. First author of chapters in scientific books with an ISBN in the field of the competition.
- iv. Non-first author of chapters in scientific books with an ISBN in the field of the competition.
- v. First author of scientific articles published in journals indexed in Web of Science and/or Scopus in the competition's field.
- vi. Author (other than the first author) of scientific articles published in journals indexed in Web of Science and/or Scopus in the competition's field.
- vii. Other publications of relevance to the competition's field.

### b) Conferences and other scientific meetings (CEC).

- i. Participation as a guest keynote speaker at scientific events in the field covered by the competition.
- ii. Oral presentations at technical and scientific events in the field covered by the competition.
- iii. Poster presentations at technical and scientific events in the field covered by the competition.

### c) Quality and dissemination of research results (RAI).

- i. Member of the Scientific Committee for events.
- ii. Reviewer for journals indexed in Web of Science and/or Scopus.
- iii. Evaluator or consultant for scientific research projects;
- iv. Editorial coordinator or section editor for scientific journals indexed in Web of Science and/or Scopus.

### d) Involvement in scientific organisations and in research, innovation and development projects (OCPIID).

- i. Full member of a research centre or unit rated as 'very good' and/or 'excellent' (at the time).
- ii. Full member of a research centre or unit rated as 'good' (at the time).
- iii. Principal investigator on research and development projects funded by an external body.
- iv. Member of research and development projects.

### e) Supervision of academic work (OTA).

- i. Supervision of research leading to a PhD (completed);
- ii. Supervision of research leading to a Master's degree (theses completed).

### f) Service on academic jury panels (PJ).

- i. Membership of doctoral examination boards or specialist qualification examination boards.
- ii. Membership of master's degree examination boards.

- iii. Membership of bachelor's degree examination boards.
  - iv. Membership of CTeSP examination boards.
  - v. Membership of other academic examination boards.
- g) Awards and honours (A&H).
- i. Scientific and academic awards and honours from scientific societies or public and private bodies;
- B - Teaching performance – 30%;
- a) Teaching duties and experience in the subject area of the competition (FD).
- i. Different modules taught at higher education level.
  - ii. Number of academic years spent teaching modules in the subject area of the competition.
  - iii. Responsibilities in the field of higher education in the subject area covered by the competition.
- b) Pedagogical guidelines (PG).
- i. Supervision of CTeSP work placements (completed).
  - ii. Supervision of undergraduate work placements (completed).
  - iii. Supervision of master's work placements (completed).
- c) Student-led pedagogical evaluation for each course unit in the competition's specialisation over the last 5 years (APUC).
- d) Evaluation of Personal Teaching Performance in Higher Education – AVADOC (APD)
- i. Performance evaluation (AVADOC) rated 'excellent' for the 2022–24 period.
  - ii. Performance evaluation (AVADOC) rated 'very good' for the 2022–24 period.
  - iii. Performance evaluation (AVADOC) rated 'good' for the 2022–24 period.
  - iv. Member of the group of rapporteurs for the performance evaluation of teaching staff at a higher education institution for the 2022–24 period (AVADOC).
- C – Other relevant activities – 20%.
- a) Performance of management and organisational roles and functions (CFGO)
- i. Course coordinator for a CTeSP, bachelor's or master's degree programme.
  - ii. Coordinator with relevant professional experience in the field covered by the competition.
  - iii. Experience in holding posts and performing duties at a higher education institution.
  - iv. Person responsible for certification processes in the field covered by the competition.
- b) Work experience in the field covered by the competition.
- i. Professional experience in educational activities within the field covered by the competition.
  - ii. Professional experience in sporting activities within the field covered by the competition.
  - iii. Other relevant professional experience within the field covered by the competition.
- c) Outreach activities, promoting knowledge.
- i. Formador de ações de formação na especialidade do concurso, certificadas pelo Scientific and Pedagogical Council for Continuing Education (CCPFC).
  - ii. Participation in specialist training courses relevant to the competition, certified by the CCPFD.
  - iii. Organisation of national and international congresses, conferences and seminars.

## 19. Final ranking

19.1 The final classification (FC), on a scale of 0 to 100 points, is calculated using the following formula:  $FC = (0.50 \times A + 0.30 \times B + 0.20 \times C)$ , where

A - Assessment of technical, scientific and professional performance;

B - Assessment of teaching ability;

C - Assessment of other relevant activities.

19.2 All results will be shown to one decimal place.

### 19.3 Unsuccessful candidates

Candidates who achieve a final score of less than 50 points are considered unsuccessful, whilst those who achieve a final score of 50 points or more are considered successful on merit.

## 20. Minutes:

20.1 The minutes of the selection panel are made available to candidates.

20.2 Minutes No. 1 are published on the IPCB website at: [www.ipcb.pt](http://www.ipcb.pt) / About Us / Human Resources / Competitions / Teaching Staff.

## 21. Return of Documentation

21.1 Documentation will be returned to candidates who request it in writing.

21.2 Documentation will be destroyed if not requested within one year of the competition's conclusion.

## 22. Composition of the selection panel:

The jury (selection panel) is composed of the following members:

Chair:

Fátima Regina Duarte Gouveia Fernandes Jorge, Coordinating Professor at the Polytechnic Institute of Castelo Branco.

Full members:

João Manuel Patrício Duarte Petrica, Principal Coordinating Professor at the Polytechnic Institute of Castelo Branco;

Maria Isabel Dias de Carvalho Neves Cabrita Condessa, Associate Professor with Aggregation at the University of the Azores;

Rui Manuel Sousa Mendes, Principal Coordinating Professor at the Polytechnic Institute of Coimbra;

Vânia Azevedo Ferreira Brandão Loureiro, Coordinating Professor at the Polytechnic Institute of Beja;

João Júlio de Matos Serrano, Senior Lecturer at the Polytechnic Institute of Castelo Branco;

Alternate Members:

Luís Paulo Lopes Brandão Areosa Rodrigues, Principal Coordinating Professor at the Polytechnic Institute of Viana do Castelo;

Teresa de Jesus Trindade Moreira da Costa e Fonseca, Coordinating Professor at the Polytechnic Institute of Guarda.

22.1. The Chair of the selection panel shall be replaced by the first member listed in the order set out in the notice of competition, in the event of the Chair's absence or incapacity.

### 23. Equal Opportunities

In accordance with Article 9(h) of the Constitution, the IPCB actively promotes a policy of equal opportunities between men and women in access to employment and career progression, taking steps to prevent any and all forms of discrimination.

### 24. Protection of personal data:

24.1 Personal data collected and processed in accordance with the provisions of the notice are intended exclusively for the purposes of the competition and are limited to what is necessary in relation to the purpose for which they are collected; the lawfulness of their processing falls within the provisions of Article 6(1)(b) and (c) of the General Data Protection Regulation (GDPR).

24.2 When submitting their application, candidates must provide only the information strictly necessary for that purpose, in accordance with the requirements set out in this notice, and must conceal any personal data that may be contained in the documents submitted, particularly in their CV, as such data may otherwise be freely accessed by any of the other candidates under the right to inspect the competition file.

### 25. Publication

This competition will also be advertised on the BEP (Public Employment Service) and on the IPCB website at [www.ipcb.pt](http://www.ipcb.pt) / About Us / Human Resources / Competitions / Teaching Staff, in both Portuguese and English.

20 May 2026, The President, Prof. António Augusto Cabral Marques Fernandes