

**NOTICE FOR THE OPENING OF AN INTERNATIONAL SELECTION TENDER
PROCEDURE FOR THE HIRING OF DOCTORATE(S) UNDER THE LEGAL REGIME OF
SCIENTIFIC EMPLOYMENT**

CTTI-101/20-CICP (1)

1. Doctor Rui Manuel Costa Vieira de Castro, Professor and Rector of Universidade do Minho, in the use of his own competence, in accordance with the terms of subsection d) of section 1 of article 92 of Law no. 62/2007, from September 10th and subsection d) of section 1 of article 37 of the Statutes of Universidade do Minho, approved by Normative Order no. 13/2017, published in Diário da República, 2nd series, no. 183, of September 21st, makes it known that, for a period of fifteen working days counting from the business day immediately after the date on which this notice is published, an international selection tender is open for recruitment, in the form of an uncertain term contract celebrated under the Labour Code, of 1 (one) Assistant Researcher position for the exercise of scientific research activities in the scientific area of Political Science or related areas, within the Scope of the Research Center in Political Science (CICP) with the reference UID/CPO/00758/2020, funded through national funds, provided by Foundation for Science and Technology (FCT) I.P., aimed at the development of research activities included in the CICP's Strategic Plan, as well as for the identification, preparation, submission and management of applications for funding opportunities of national and international scientific projects.
2. **Applicable Legislation:** This tender is governed by the provisions of Decree Law No. 57/2016, of August 29th, amended by Law No. 57/2017 of July 19th, which approved a hiring regime of doctorates aimed at stimulating scientific and technological employment in all areas of knowledge, by the Regulation of Scientific Employment (RSE), by the *Regulamento da Carreira, Recrutamento, Contratação e Avaliação do Desempenho do Pessoal Investigador em Regime de Direito Privado da UMinho*, published in Diário da República, 2nd series, no. 209, October 27th, by the provisions of the Labour Code, approved Law no. 7/2009, of February 12th, in its current version, and other applicable laws and regulations.
3. **Place of Work:** The work placement is located at the Research Center in Political Science.
4. **Monthly salary:** The salary to be attributed is 3.201,39 €, corresponding to the remuneration level 195 included in the annex 1 of the *Regulamento da Carreira, Recrutamento, Contratação e Avaliação do Desempenho do Pessoal Investigador em Regime de Direito Privado da UMinho*.
5. **Eligibility Criteria:** Any national, foreign and stateless candidates who hold a doctoral degree in Political Science, International Relations and Public Administration or other related scientific area and have a scientific and professional curriculum that shows an appropriate profile for the activities to be developed.
 - 5.1. General admission requirements are those defined in point 5. For the purpose of determining the appropriate profile for the activity to be developed, the following are special requirements:
 - a) Publication of three scientific articles in journals indexed in JCR or SCOPUS. Alternatively, applications with a lower number of publications may be accepted provided that the sum of the respective Article Influence Scores (AIS) is equal to or greater than 1,5;
 - b) Experience in the identification and management of applications for national and international research;
 - c) Proven experience in the scientific area of this international selection tender;
 - d) Other requirements that the jury considers relevant within this international selection tender.
6. **Formalization of the applications:** Applications are formalized through a request addressed to the Rector of Universidade do Minho, under the terms defined in the attached template.
 - 6.1. The application must include documents proving the conditions laid down in points 5 and 10, namely:
 - a) Copy of certificate or diploma degree;
 - b) Detailed *curriculum vitae* structured in accordance with point 10;
 - c) Proof of professional experience (if applicable);
 - d) Motivation Letter;
 - e) Letters of Recommendation (if applicable);
 - f) Copy of the 3 most relevant publications;
 - g) Summary of the research project (maximum 2 A4 pages);
 - h) Other relevant documents for the evaluation of qualification in the related scientific area;

- i) Any other documents that the applicant considers relevant, namely for the assessment of the information referred to in section 2 of article 5 of the RSE.
- 6.2. Candidates must submit the request and supporting documents, using digital tools, in PDF format, mandatorily, by electronic means, to the address cicp@eeg.uminho.pt, until the deadline for submission of applications established in this notice, indicating in subject “Ref^a CTTI-101/20-CICP (1)”.
- 6.3. False statements provided by the candidates will be punished by law.
- 7. **Members of the Jury:** The selection jury, approved at the Scientific Council meeting of 22/04/2020, has the following composition, according to article 13 of the RSE and article no. 35 of the *Regulamento da Carreira, Recrutamento, Contratação e Avaliação do Desempenho do Pessoal Investigador em Regime de Direito Privado da UMinho*:
 - a) Chairman: Professor Miguel Ângelo Vilela Rodrigues, Assistant Professor of the School of Economics and Management of the University of Minho and Director of the Research Center in Political Science (CICP).
 - b) Effective Member: Laura Cristina Ferreira-Pereira, full professor of the School of Economics and Management of the University of Minho.
 - c) Effective Member: Joaquim Filipe Ferraz Esteves Araújo, full professor of the School of Economics and Management of the University of Minho.
 - d) Substitute Member: António Fernando Freitas Tavares, associate professor with habilitation of the School of Economics and Management of the University of Minho .
 - e) Substitute Member: Silvério Carlos Matos Rocha e Cunha, associate professor with habilitation of the School of Social Sciences of the University of Évora and Deputy Director of the Research Center in Political Science (CICP).
- 8. **Rules of operation of the Jury:** The jury shall deliberate by means of a nominal vote in accordance with the adopted and published selection criteria, and abstentions will not be allowed.
 - 8.1. The jury meetings will be documented in written minutes, containing a summary of what has taken place, as well as the votes cast by each of the members and the respective grounds, being provided to the candidates whenever requested.
- 9. **Admission and exclusion:** Candidates who incorrectly formalize their application or who do not possess the admission requirements requested in points 5 and 5.1 are excluded from admission to the competition. The jury has the power to require any candidate, in case of doubt, to present supporting documents proving their statements.
 - 9.1. The exclusion decision shall be notified to the applicants by email for the purpose of holding a preliminary hearing of the interested parties.
 - 9.2. Once the deadline for the exercise of the right of hearing the interested parties has expired, the jury analyses the allegations presented and, if it keeps the exclusion decision, notifies the excluded candidates by email with delivery receipt, subsequently beginning the application of the selection methods to the admitted candidates.
- 10. **Method(s) and evaluation criteria:** The selection method consists of a Scientific and Curricular Path Assessment (SCPA), with a weigh of 90% and an interview with a weigh of 10%.
 - 10.1. The evaluation of the Scientific and Curricular Path Assessment (SCPA) focuses on the relevance, quality and timeliness:
 - a) Of the scientific, technological, cultural or artistic production of the last five years considered to be more relevant by the applicant;
 - b) Of the applied or practice-based research activities developed over the last five years and considered as having the greatest impact by the candidate;
 - c) Of the activities of extension and dissemination of knowledge developed during the last five years, in particular in the context of promoting the culture and scientific practices considered by the candidate to be of greater relevance;
 - d) Of the activities of management of science, technology and innovation programs or of the experience in observing and monitoring the scientific and technological system or higher education, in Portugal or abroad.
 - 10.2. The five-year period mentioned in the preceding paragraph may be increased by the jury, if requested by the candidate, and when justified on grounds of suspension of scientific activity for socially protected reasons such as parental leave, prolonged serious illness, and other situations of unavailability for work that are legally protected.
 - 10.3. **Scientific and Curricular Path Assessment (SCPA):** The following parameters and evaluation criteria are considered with the respective weightings/weights, with the final classification obtained by the formula $STCA = 0,1AQ + 0,5SP + 0,3PE. + 0,1RP$:

Criteria	Weighing	Parameter	Weighing
Academic Qualifications	10%	AQ.1) The candidate's Academic Qualifications	100%
Scientific Publications	50%	SP.1) Scientific outputs	50%
		SP.2) Coordination/participation in Scientific Projects	40%
		SP.3) Intervention in the Scientific Community	10%
Professional Experience	30%	PE.1) Relevant Professional Experience	70%
		PE.2) Extension Activities with the Community	30%
R&D Project	10%	RP.1) Research Project	100%

a) Academic Qualifications (AQ)

Evaluation of the candidate's educational area: Ph.D. in Political Science/Public Administration/International Relations AQ = 5 points; Ph.D. in areas related to Political Science = up to 3 points.

b) Scientific Production (SP)

On the parameter **Scientific Production (SP.1)**, with a weighing of 50%, the quality and quantity of the scientific production will be considered (articles published in peer-reviewed international journals, books, book chapters, conference communications), as well as the recognition given to the publications by the scientific community (translated into the impact of this scientific production and the citations made by other authors).

The SP.1 parameter classification will be obtained the by formula $0,6AV + 0,4VRAP$:

- AV corresponds to the absolute valorization of scientific production: AV = up to 5 points;
- VRAP corresponds to the valuation related to the area of preference: VRAP = 5 points, if the scientific production is in the area of preference; VRAP = up to 4 points, if the scientific production is in related scientific areas; VRAP = up to 1 value, if the scientific production is in other areas.

On the parameter **Coordination/Participation in Scientific Projects (SP.2)**, with a weighing of 40%, the quality and quantity of the scientific projects the candidate coordinated or participated in, financed on a competitive basis through national, European or international agencies, will be considered. In assessing quality, the financing obtained, the degree of demand for the tender and the results achieved must be considered, in particular if they have had an impact on the creation of value through the invention of products or services with an impact on the society.

The SP.2 parameter classification will be obtained the by formula $0,6AV + 0,4VRAP$:

- AV corresponds to the absolute valorization of scientific project: AV = up to 5 points;
- VRAP corresponds to the valuation related to the area of preference: VRAP = 5 points, if the scientific project is in the area of preference; VRAP = up to 4 points, if the scientific project is in related scientific areas; VRAP = up to 1 value, if the scientific project is in other areas.

On the parameter **Intervention on the Scientific Community (SP.3)**, with a weighing of 10%, the ability to intervene in the scientific community will be evaluated, assessed by the organization of scientific events, participation as editor/co-editor of journals, participation in the evaluation of projects and articles, presentation of lectures as guest speaker, as well as the recognition obtained through the awarding of prizes or other distinctions and their respective impact on the scientific community.

The SP.3 parameter classification will be obtained the by formula $0,6AV +$

0,4VRAP:

- AV corresponds to the absolute valorization of the intervention within the scientific community: AV = up to 5 points;
- VRAP corresponds to the valuation related to the area of preference: VRAP = 5 points, if the intervention within the scientific community is in the area of preference; VRAP = up to 4 points, if the intervention within the scientific community is in related scientific areas; VRAP = up to 1 value, if the intervention within the scientific community is in other areas.

c) Professional Experience (PE)

On the parameter **Relevant Professional Experience (PE.1)**, with a weighing of 70%, the candidate's professional experience in the relevant scientific areas will be assessed for the theme of the project to be developed.

The PE.1 parameter classification will be obtained the by formula $0,6VA + 0,4VRAP$:

- AV corresponds to the absolute valorization of the relevant professional experience: AV = up to 5 points;
- VRAP corresponds to the valuation related to the area of preference: VRAP = 5 points, if the relevant professional experience is in the area of preference; VRAP = up to 4 points, if the relevant professional experience is in related scientific areas; VRAP = up to 1 value, if the relevant professional experience is in other areas.

On the parameter **Extension Activities with the Community (PE.2)**, with a weighing of 30%, the social valorization of the research results will be assessed, measured by the development contracts and knowledge transfer with the surrounding community.

The PE.2 parameter classification will be obtained the by formula $0,6VA + 0,4VRAP$:

- AV corresponds to the absolute valorization of the cooperation activities and connections to the productive/business fields. AV = up to 5 points;
- VRAP corresponds to the valuation related to the area of preference: VRAP = 5 points, if the cooperation activities and connections to the productive/business fields are in the area of preference; VRAP = up to 4 points, if the cooperation activities and connections to the productive/business fields are in related scientific areas; VRAP = up to 1 value, if the cooperation activities and connections to the productive/business fields are in other areas.

d) R&D Project (RP)

In this evaluation parameter, the candidate must present a summary of a R&D Project (2 pages maximum) in the scientific area of preference. RP = up to 5 points.

- 10.4. The classification obtained in the Evaluation Parameters is expressed in a numerical scale of [0 to 5 points].
- 10.5. The classification of each candidate is obtained by the average of the classifications of each one of the members of the jury. In case of a draw, the Chairman of the jury will make a final decision to untie the applicants.
- 10.6. After the Scientific and Curricular Path Assessment, the candidates with a score of 4,5 points are approved for the next evaluation method in the application phase, as mentioned in point 10.
- 10.7. Candidates with an absolute merit score lower than the one mentioned in the previous point are immediately excluded.
- 10.8. The Interview (I), lasts for 15 minutes.
- 10.9. For candidates with a Scientific and Curricular Path Assessment (SCPA) equal to or greater than 4,5 points the evaluation process may include an Interview (I). The Interview (I) will be classified on a scale of 0 to 5 points, aiming to obtain clarification and explanations concerning the curriculum vitae and any additional information, as well as to evaluate the candidate's attitude profile.
- 10.10. In cases where an Interview (I) is included, candidates who score less than 4 points will be excluded after this phase, in the weighted average between SCPA (90%) and I (10%).
- 10.11. The position may only be awarded to candidates whose final grade is 4,5 or higher.

- 10.12. The classification of each candidate is obtained by the average of the classification of each member of the jury. In case of a draw, the Chairman of the jury will make a final decision to untie the applicants.
11. **Order of candidates:** The order of the candidates must be based on the evaluation made according to the evaluation criteria described in this notice.
- 11.1. After completion of the application of the evaluation criteria, the jury will draw up an orderly list of successful candidates with their respective classification.
- 11.2. The final classification of the candidates is expressed in the numerical scale of [0 to 5 points], the classification being obtained through a weighted average.
12. **Participation of interested parties and decision:** The final ordering is notified to the candidates, by email with receipt of delivery of the notification, allowing them to pronounce for the purpose of preliminary hearing of the interested parties, pursuant to article 121 and following of the Code of Administrative Procedure.
- 12.1. After the hearing of the interested parties, the jury analyses the allegations presented and approves the final ordering list of the successful candidates. Within 90 days, from the deadline for submission of the applications, the final decisions of the jury are given.
- 12.2. The final decision of the jury is approved by the Rector of Universidade do Minho, who also decides on the hiring.
13. **Publication of results:** The list of admitted and excluded candidates, as well as the final ranking list of the successful candidates, are published on the website of the Research Center in Political Science (CICP), and the candidates are notified by email with receipt of delivery of the notification.
14. The present tender is exclusively designated to fill the indicated vacancies and may be terminated up to the homologation of the final ranking list of candidates, expiring with the respective occupation of the jobs on offer.
15. The present announcement was approved by the jury of the tender at its meeting on 20/05/2020, according to the approved minutes of the said meeting.
16. **Non-discrimination and equal access policy:** Universidade do Minho actively promotes a policy of non-discrimination and equal access, so that no candidate may be privileged, benefited, harmed or deprived of any right or exempt from any duty due, namely, to ancestry, age, sex, sexual orientation, marital status, family status, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and trade union membership.
- 16.1. Pursuant to section h) of article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunities for men and women in accessing employment and professional advancement, scrupulously any form of discrimination.
17. The selection of the candidates to be hired will be conditional, with the corresponding labour contracts being executed depending on budget availability and corresponding funding under the aforementioned legislation and the rules and regulations established by the Foundation for Science and Technology (FCT).

The Rector, Professor Rui Vieira de Castro

ANNEX

REQUEST

To the Rector of Universidade do Minho

Name (...), birthdate (...), VAT No. (...), identification card no. (...), address (...), Postal code (...), Mobile Phone no. (...), email address (...), holder of a degree in (...), hereby requests that you kindly accept my application for the international competition for recruitment in the form of an uncertain term contract under the Labour Code and Decree-Law No. 57/2016 of August 29th, as amended by Law no. 57/2017, of July 19th, of ## doctoral positions in the scientific areas of "###", according to a notice published in the Diário da República no. __, 2nd series, of __/__/__, with Ref. CTTI-###/###-###Profile ##.

I also declare that I agree to receive by email the communications and notifications resulting from the present selection tender procedure.

Find attached the following documents: xxx

(Place and date)

(Signature)