**ISEG – Lisbon School of Economics and Management, Universidade de Lisboa**

**Notice**

It is hereby announced by ISEG - Lisbon School of Economics and Management, Universidade de Lisboa (hereinafter designated as ‘the School’), that for a period of 30 working days counting from the day after the publication of this Notice in the *Diário da República* Official Gazette,an international documented recruitment contest is opened for a public service employment contract for the position of an **Auxiliar (Assistant) Professor**, in the subject area of Finance.

The contest is opened under the terms of Articles 37 to 51, 61, and 62-A of the University Academic Career Status, which was published in Decree-Law 205/2009, on the 31st of August, and altered by Law No. 8/2010, of the 13th of May (known in its abbreviated form as ‘ECDU’), and further applicable legislation, especially the General Regulations for Recruitment Contests for Full, Associate, and Assistant Professors of Universidade de Lisboa, which was approved by a Rector’s Decree No. 2307/2015 of the 16th of February, 2015, which was published in the *Diário da República* Official Gazette, 2nd Series, No. 45, of the 5th of March, (known in its abbreviated form as ‘the Regulations’).

The contracted person will celebrate a permanent public service employment contract in the category for which this contest has been opened for a trial period of five years. The contest is especially designed for PhD graduates with high research potential, who wish to start an academic career.

The joint-decree No. 373/2000, of the 31st of March, of the Minister for the Reform of the State and of the Public Administration and the Minister for Equality, determines the obligation of public recruitment contests to adhere to the following condition:

“In compliance with Article 9, section h) of the Constitution, the Public Administration, in its role as an employer, actively promotes a policy of equal opportunities between men and women for employment and career development, scrupulously avoiding all, and any form of discrimination”. Accordingly, the terms “candidate”, “recruited”, “professor” and similar are not used in this Notice to refer to the gender of people.

Likewise, no candidate can be privileged, benefitted, prejudiced, or deprived of any right or exempt from any duty on the grounds, especially, of descendancy, age, sexual orientation, civil status, family situation, economic situation, education, origin or social status, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs, and trade union membership.

In accordance with Articles 37 to 51 of the ECDU and other applicable legislation, and under Article 8 of the Regulations, the following terms apply:

**I — Authorisation decree**

This contest was initiated by Decree No. ………….. of the Rector of Universidade de Lisboa, which was made after the confirmation of the existence of a sufficient budget provision and that the respective position of the recruitment contest is vacant and that it is contemplated in the organisation chart of the School, where it is described by its job title, which implies the carrying out of teaching and research functions consistent with the position of an Auxiliar (Assistant) Professor of the Department of Management.

**II — Work location**

The campus of ISEG - Lisbon School of Economics and Management, Rua do Quelhas, No. 6, 1200-781 Lisboa, Portugal.

**III — Admission requirements for the contest and reasons for the exclusion of candidates**

III.1 – Under the terms of Article 41-A of the ECDU, only candidates who have a PhD can be admitted for this contest.

III.1.1) Those who obtained their degree at a non-Portuguese university must have recognition that their degree is equally recognised as a PhD, in accordance with the terms of Decree-Law No. 66/2018, of the 16th of August.

III.1.2) The recognition of the PhD degree referred to in the previous sub-section must be obtained by the stipulated deadline for the signing of the contract, if the short-listed candidate obtained their PhD degree abroad.

III.2 - Only those who have the ability to teach in the English language can be admitted to this contest. If a candidate does not master the Portuguese language, he/she must assume the need of studying it, in order to better integrate all the activities of ISEG and the University of Lisbon. These conditions are set out in the candidature form mentioned in Article IX of this Notice.

III.3 – Candidates will be automatically excluded from this contest should they fail to submit the necessary documents listed in Article IX of this Notice by the deadline and in the format and at the place stipulated in Article VIII, which are subject to the analysis and decision of the Dean of the School prior to the selection panel’s evaluation, based on merit alone.

III.4 – Candidates will also be excluded, even if they are successfully short-listed for the position in the final unitary list of the ranking of the candidates, if they fail to meet the deadline, or submit inadequate, false, or invalid documents to prove that they are legally apt to enter into a legally binding permanent employment contract with a State entity, in this case, the School, in accordance with Article VI of the Regulations.

**IV — Requirements for admission based on merit alone**

The following are all the obligatory requirements for admission for the contest, based on merit alone:

a) To have a PhD in the field of knowledge and/or speciality in Management, or a similar subject area;

b) To possess a scientific and teaching curriculum in the subject area for which the recruitment contest has been opened, which is compatible with the category in question, and to have a minimum of two papers published or accepted for publication in academic journals, which, at the time of their publication were indexed in the Web of Science or Scopus /Scimago, with at least one of those papers classified in the 1st or 2nd quartiles in terms of impact factor.

c)

The selection panel deliberates on the admission, or non-admission of the candidates on the basis of merit alone, by justified nominal voting, where abstentions are prohibited.

A candidate who is favourably approved by more than half of the voting members of the selection panel is considered approved on the basis of merit alone.

**V — Criteria for evaluation and ranking by relative merit, respective weighting, and final classification**

V.1 – The objective of this contest is to evaluate the capacity and performance of the candidates in the various attributes which constitute the role to be performed under the terms of Article 4 of the ECDU, should they be selected. Under the terms of Article 4 of the ECDU, in general, university professors are obliged to carry out the following:

1. Carry out activities of scientific research, cultural creation, or technological development;
2. Teach the designated subjects and carry out supervision of students;
3. Participate in public outreach activities, scientific dissemination, and the social and economic valorisation of knowledge;
4. Participate in the management of the respective university faculties;
5. Carry out other responsibilities which are assigned by the competent university body, which are included in the job description of a university professor.

V.2 – The method of selection to be used is that of curriculum evaluation. Curriculum evaluation takes into consideration the general duties assigned to university professors accorded to Article 4 of the ECDU and the terms of Article 5, section 4 of the Regulations, and focuses on the following activities:

1. Teaching;
2. Research;
3. Public outreach;
4. University management;
5. A scientific-pedagogical project.

The activities indicated in sub-sections c) and d) above must be considered within the context of Article 50, section 6, sub-section c) of the ECDU, relative to other activities that have been developed by the candidates which are relevant to the mission of higher education institutions.

V.3 – The curriculum evaluation of the various candidates in each of these activities must take into account the subject area of the contest.

V.4 – The criteria to be considered for the curriculum evaluation of candidates in each of the activities defined in Article V, section 2 and the weighting to be attributed for the final classification are the following, taking into account that mentioned in Article VI below:

a) Teaching (35%):

i) Teaching activities: this criterion takes into account the course units that the candidate has taught and coordinated, the pedagogical performance, and the teaching at the level of Bachelors, Masters, and PhD study cycles. The evaluation of this criterion should take into account the number and diversity of the course units and also the evaluation of the candidate’s pedagogical performance. Whenever possible, a table with the results of pedagogical evaluation surveys should be presented, with reference to the nature of the system and the meaning of the evaluation values.

 ii) Coordination and participation in pedagogical projects: this criterion evaluates the proven capacity to coordinate and stimulate pedagogical initiatives (e.g. development of new course units, creation and coordination of new courses or study programmes) or the profound reformulation and improvement of existing ones (e.g. reformulation of course units, participation in the reorganization of existing courses or study programmes), as well as projects with an impact on the teaching-learning process, such as the authorship of national and international manuals to support pedagogy. In the evaluation these criteria, the nature and diversity of the activities should be taken into consideration.

iii) The follow-up and supervision of students: in evaluating this criterion, consideration is given to the supervision of PhD and master’s students, national and foreign, taking into account the number, quality and diversity of the scientific scope of the resulting dissertations, as well as participation in national and international master's and doctoral juries.

iv) Development of pedagogical material: in evaluating this criterion, consideration is given to the number, diversity, and originality of the pedagogical material developed.

v) Teaching experience in business schools with international AACSB or AMBA accreditations.

b) Research (40%):

i) Scientific output: the quantity and quality of scientific output in the subject area in which the contest has been opened, as well as in other management scientific areas that are closely related to the subject area for which this contest is open. This criterion takes into account papers published in scientific journals and in the proceedings of national and international conferences, as well as books and book chapters, where the candidate was the author, or co-author. In evaluating this criterion, consideration is given to the number and type of publications and recognition by the international scientific community, which is reflected by the quality of the locations of the publications and the citing of references from them by other authors. The elements referred to in Article IX, section 3 and in Article IX, section 4 of this Notice will also be taken into account.

ii) Coordination and participation in scientific projects: this criterion takes into account the participation in and coordination of scientific projects by the candidate. In evaluating this criterion, consideration is given to the quantity, degree of insertion (both nationally and internationally) of the projects, their competitive nature, and the type of involvement of the researcher (as the coordinator, or as a participant).

iii) Recognition by the international scientific community: this criterion takes into account the following: participation in national and international examination panels, and participation in national and international panels for the evaluation and scientific consulting of scholarships, projects, researchers, or research units; awards by scientific societies; editorial activities in scientific journals; participation in editorial boards of scientific journals; participation as a member of the pool of reviewers for papers submitted for scientific conferences; coordination and participation in programme committees for scientific events; participation as a member of scientific societies which are subject to a competitive admission process, and other similar distinctions. In evaluating this criterion, consideration is given to the number, the role carried out, and the diversity of the activities.

c) Public outreach (10%):

i) Scientific publication: this criterion takes into account the publishing of papers in national journals and conferences and other scientific and technical publications, taking into account their professional and social impact.

ii) The provision of services and consulting: this criterion takes into account the participation in activities involving the public sector, companies, and other civil society organisations, taking into consideration the type of participation, size, diversity, technological intensity, and innovation of this participation.

iii) Services to the scientific community and society as a whole: this criterion takes into account the participation in and coordination of initiatives for the dissemination of scientific and technological knowledge, taking into consideration the nature and results achieved, in the media or other means of communication (such as the Internet), the public sector, companies, and other civil society organisations.

iv) Professional training: this criterion takes into account the participation in and coordination of training for the public sector, companies, and other civil society organisations, taking into consideration its nature and the results achieved.

v) Membership in professional associations relevant to the institution's mission.

d) University management and other activities relevant to the mission of the Institution (10%):

i) Carrying out functions as a member of higher education institution bodies and their organic units: this is a criterion which takes into account the nature, responsibility, and diversity of the roles.

ii) Carrying out functions in research units and the coordination of degrees: this criterion takes into account the role and the scope of the responsibility of the candidate in carrying out management duties in departments and research units, and the coordination of degrees, scientific areas, scientific sections or groups.

iii) Participation in organizations or foundations relevant to the mission of the institution especially regarding the promotion of social responsibility issues.

iv) Exercising private or public functions with special relevance for their impact on society and in fulfilling the institution's mission, contributing to the dissemination and enhancement of the School's prestige.

e) Scientific-pedagogical project (5%):

Presentation of an original scientific-pedagogical project which is related to the subject area in which the contest has been opened and is appropriate for ISEG's mission. This project must contain the following elements: a summary presentation of a research, of a course unit, or of a study cycle, which highlights the existing link between research and teaching and its added value; a short career development plan, in which the candidate must explain their objectives for the forthcoming years, whilst specifying the scientific areas that they plan to develop, as well as the potential for attracting competitive funding, and the link to international scientific networks. This project should be written in English, with a maximum of 4,000 words, with its format and organisation being left to the discretion of the candidate.

V.5. Each member of the selection panel evaluates the candidates regarding their merit for each of the above-mentioned activities, grading and ranking the candidates, taking into consideration the respective weighting of the activities, taking also into account the considerations described in Article VI.

V.6. Each member of the selection jury ranks the candidates on the grounds of their merit, casting their vote based on their ranked list of the candidates. The selection panel initially votes for first place, then for second place, and so on, until the final ranking of all those candidates who have been admitted to the contest and who have been previously approved based on merit alone, in compliance with the terms stipulated in Article 20, section 5 of the Regulations. For each vote, the decisions of the selection panel are taken by an absolute majority of votes. On concluding the selection and ranking criteria, the selection panel then draws up a unitary list of the ranking of the candidates.

**VI — Preferred criteria**

After the approval for admission of the candidates on the grounds of merit alone, the selection panel prepares a written document with the ranking of the candidates based on their relative merit, taking into consideration the selection and ranking criteria stipulated in Article V of this Notice. Preferred parameters are teaching, in the various study cycles, of course units in the field of Corporate Finance, including Quantitative Finance, Financial Management and Data Analysis. Teaching experience in course units that expand the frontier of knowledge of the subject area in which the contest is open to other areas of Management (such as Human Resource Management), as well as the supervision of academic work, including master's theses and/or publications and/or participation in projects in emerging areas of Management subject area (such as social innovation, management of non-governmental organizations for development and sustainable finance), are also preferential parameters.

**VII — Public hearings**

VII.1 — The selection panel will deliberate at its first meeting whether there is a need to convene public hearings for all those candidates approved for admission on the grounds of merit alone. Such hearings are exclusively designed to clarify the information contained in the documents presented by the candidates, in accordance with the terms of Article 50, section 4, sub-section b) of the ECDU.

VII.2 — If there is need for a public hearing, then this will take place between the 30th and the 50th consecutive day after the admission on merit alone, with all candidates being given a minimum of 5 days’ notice of the date and location of the public hearing.

VII.3 — The public hearings referred to in the previous section may be conducted via teleconference, in which case the selection panel must ensure that these are carried out on equal terms for all candidates.

VII.4 — The selection panel can still require candidates to supply additional documentation to support their submitted *Curriculum Vitae*, based on the terms of Article 50, section 4, sub-section a) of the ECDU.

**VIII — Submission of candidatures (deadline, location and format)**

Candidatures should be delivered in digital form, on ISEG’s website, following this LINK: [www.iseg.ulisboa.pt/aquila/unidade/DRH/publicacao-de-atos/concursos-de-docentes.pt](http://www.iseg.ulisboa.pt/aquila/unidade/DRH/publicacao-de-atos/concursos-de-docentes.pt).

Candidatures must be submitted by the 30th working day counting from the date of the publication of this Notice in the 2nd Series of the *Diário da República* Official Gazette.

**IX — Instructions for candidatures**

**IX.1** – The candidature must be accompanied by the following documents:

a) A filled-in copy of the respective candidature form for the position mentioned in this Notice, which is available on the website of ISEG - Lisbon School of Economics and Management in this LINK: [www.iseg.ulisboa.pt/aquila/unidade/DRH/publicacao-de-atos/concursos-de-docentes.pt](http://www.iseg.ulisboa.pt/aquila/unidade/DRH/publicacao-de-atos/concursos-de-docentes.pt).

b) A set of files with the following documents:

i) The *Curriculum Vitae* of the candidate in PDF format, where the teaching, research, public outreach, and university management activities which are considered relevant for the contest are expressly organised in exactly the same order as the activities and criteria described in this Notice.

ii) The scientific-pedagogical project referred to Article V, section 4 of this Notice.

iii) A copy in PDF format of all the scientific papers published in national and international journals which are cited in their *Curriculum Vitae*, and other works that the candidate considers to be relevant for the selection panel’s evaluation.

**IX.2** – With regards papers published in scientific journals, the *Curriculum Vitae* of the candidate must indicate the quartile of the scientific journals in the reference databases in the year of publication, as well as the number of citations attained. Whenever possible, a summary table should be submitted of the candidate's H-index, the total number of papers, and also the total number of citations registered in these databases and Google Scholar.

**IX.3** – The *Curriculum Vitae* must highlight a maximum of ten outputs which the candidate considers to be the most representative, especially with regards their contribution to the development and evolution of the subject areas in which the contest has been opened.

**IX.4** – This selection must be accompanied by a brief justification describing what the candidate considers to be their contribution and how this contribution supports the mission of both ISEG and the Department of Management.

**X — Language**

The supporting documents must be submitted in Portuguese or English, except in the case of the *Curriculum Vitae* and the scientific-pedagogical project related to Article V.4 of this Notice, which must be presented in English.

**XI — The constitution of the Selection Panel**

In accordance with the terms of Articles 45 and 46 of the ECDU and Article 14 of the Regulations, the selection panel is comprised of the following:

Chair: The Rector of Universidade de Lisboa

Doutor João Carlos Carvalho das Neves, Professor Catedrático, Instituto Superior de Economia e Gestão da Universidade de Lisboa;

Doutor Pedro Luís Pereira Verga Matos, Professor Associado, Instituto Superior de Economia e Gestão da Universidade de Lisboa;

*Doctor* Juan Ramón Piñeiro Chousa, *Profesor Titular*, *Facultad de Administración y Dirección de Empresas* da Universidade de Santiago de Compostela;

Doutora Zélia Maria da Silva Serrasqueiro Teixeira, Professora Catedrática, Faculdade de Ciências Sociais e Humanas da Universidade da Beira Interior;

Doutor Jacinto António Setúbal Vidigal da Silva, Professor Associado com Agregação, Escola de Ciências Sociais da Universidade de Évora.

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