

**NOTICE OF OPENING OF AN INTERNATIONAL SELECTION PROCEDURE FOR THE
RECRUITMENT OF 1 (ONE) PhD HOLDER FOR THE POSITION OF ASSISTANT
PROFESSOR UNDER PRIVATE LAW, IN THE SCIENTIFIC FIELD OF PSYCHOLOGY,
SUBFIELD OF COGNITIVE PSYCHOLOGY (Ref. Docente/014/CT/2026)**

The Rector of Ispa – University Institute of Psychological, Social and Life Sciences has decided to open an international selection procedure for the recruitment of 1 (one) position at the rank of Assistant Professor, on a full-time and exclusive dedication basis, in the disciplinary field of Psychology, subfield of Cognitive Psychology.

This selection procedure shall be governed by the Regulations for the Academic Career of the Teaching Staff of Ispa, other applicable regulations, and the relevant labour legislation.

The recruitment shall be made under an open-ended employment contract for the performance of teaching duties at Ispa, pursuant to the Portuguese Labour Code, approved by Law No. 7/2009 of 12 February, in its current version, and by all other applicable legal and regulatory provisions.

1. Competition and Position:

1.1. Scientific Area:

The competition is open in the field of Psychology – Cognitive Psychology.

1.2. Workplace:

The workplace is located at Ispa, CRL, headquartered at Rua Jardim do Tabaco, 34, 1149-041 Lisbon, Portugal, and, where necessary, at other locations required for the execution of scientific and research activities.

1.3. Remuneration:

The gross monthly base salary corresponds to the 1st salary level of the category of Assistant Professor with Exclusive Dedication, within Ispa's Academic Career Structure.

1.4. Position Description:

The Assistant Professor in the field of Psychology, subfield of Cognitive Psychology, shall be responsible for:

- a) Developing an independent research agenda focused on topics within Cognitive Psychology.
- b1) Developing research projects to investigate emerging and relevant issues within their area of expertise and within the scope of the present competition, capable of attracting external and competitive funding;
- b2) Producing and disseminating research results, including publications in international peer-reviewed journals, and promoting dissemination efforts directed toward non-academic audiences;

b3) Developing collaborative work with academic and non-academic institutions, aiming at future partnerships and community engagement, and participating in university outreach activities, scientific dissemination, and the economic and social valorization of knowledge;

b4) Undertaking supervision and mentoring activities for research work carried out by scholarship holders, assistants, and research trainees, contributing to their training and scientific development;

c) Supervising Master's projects and dissertations, as well as PhD theses;

d) Developing and teaching curricular units and courses, including within the area of specialization, while actively contributing to the renewal and improvement of curricula and educational practices.

2. Admission Requirements:

The competition is open to national, foreign, and stateless candidates who:

Hold a PhD degree in Psychology, Cognitive Psychology, or related fields.

2.2. Absolute merit requirements:

- Bachelor's degree in Psychology or Psychological Sciences and a Master's degree in Psychology;
- Master's degree in the field of the competition: Psychology;
- Evidence of specialization in the field of the competition, Psychology, subfield of Cognitive Psychology;
- Academic curriculum characterized by publications in the area of specialization, at both national and international levels (e.g., peer-reviewed journals, books, book chapters, etc.), compatible with the year of completion of the PhD degree;
- Proven teaching experience in more than one cycle of studies, as well as supervision experience of Master's and/or PhD students in the field of the competition;
- Proficiency in spoken and written Portuguese and English;
- At least 5 articles published in indexed journals (SCImago/Scopus and ISI Web of Science) within the last 5 years.

3. Submission of Applications:

3.1. Applications shall be formally submitted through a request addressed to the Rector of ISPA, requesting acceptance of the application, via email to candidaturas.investigadores@ispa.pt, indicating in the subject line the competition reference **Docente/014/CT/2026**, during the period **from 01st June 2026 until 11:00 p.m. (Lisbon time) on 30th June 2026**.

4. The email must include identification of this notice (Docente/014/CT/2026) and the candidate's full name.

3.2. Documentation:

The application must be accompanied by supporting documents (in PDF format) demonstrating compliance with the admission and evaluation requirements, namely:

3.2.1. Detailed Curriculum Vitae of the candidate (in Portuguese or English), which must contain:

- a) a preamble (50–100 words) including, where applicable, the history of the candidate's contractual relationships up to the date of application, identifying the research and/or higher education institutions and the respective periods, specifying the academic rank held, the nature of the contractual relationship, and the disciplinary area(s), with precise indication of the employment relationship held at the date of application;
- b) a substantiated summary (50–150 words) demonstrating that the candidate possesses expertise appropriate to the disciplinary area or areas for which the competition is open;
- c) an organization structured according to the relative merit evaluation criteria (see point 4), under penalty of exclusion;
- d) a substantiated identification of 3 articles considered by the candidate to best represent their most significant contributions to the advancement of knowledge in the field(s) of the competition (15–25 words per article);

3.2.2. Career development plan (maximum 800 words), covering the duration of the position and explicitly stating:

- a) the research lines within the disciplinary field and subfield of the competition;
- b) the main problems to which the candidate intends to dedicate future research, contextualizing them within the current state of the art in those areas;
- c) a systematic and concise description of the research strategies the candidate proposes to adopt in order to develop their research and solve or contribute to solving the problems identified;

3.2.3. Qualification certificates.

- a) Copies of qualification certificates (Bachelor's degree, Master's degree, PhD) in Portuguese or English, accompanied by a certified translation where the original document is in another language;
- b) Degrees obtained abroad must, by the application deadline and under penalty of exclusion, be accompanied by the respective recognition certificate or proof that recognition has been requested, in accordance with Decree-Law No. 66/2018 of 16 August;

3.2.4. Separate copies (one PDF file per work) or links to:

- a) the 3 works highlighted in point 3.2.1;
- b) works or other elements considered relevant by the candidate.

3.2.5. Motivation letter in English or Portuguese (maximum 1 page) submitted as part of the application, reflecting how the candidate's scientific activities (particularly the most relevant activities from the last 5 years) and competencies align with the scope of Ispa's strategic objectives.

3.3. **Exclusion of applications:** Applications shall not be admitted if they:

- a) are not duly completed;
- b) submit documentation after the stipulated deadline;
- c) fail to comply with the linguistic requirements defined in this Notice or fail to provide adequate justification thereof.

3.4. **Additional documentation:** The Selection Committee reserves the right to request from any candidate, in case of doubt, supporting documents substantiating their statements.

3.5. **False statements:** False statements made by candidates shall be punished in accordance with the law.

3.6. **Deadlines:** Applications and the respective documentation must be submitted digitally, in PDF format, in accordance with point 3.

4. Relative Merit Evaluation Criteria:

4.1. All candidates who meet the admission requirements shall undergo Curriculum Evaluation.

4.2. The curriculum evaluation shall be carried out on the basis of the weighting and parameters set out below.

4.2.1. The candidate's scientific performance in the field for which the competition is open, Cognitive Psychology, with a weighting of 60%, taking into account the following evaluation parameters:

4.2.1.1. Scientific production (50%): Quality and quantity of scientific production in the disciplinary field of the competition (editorial activity, books, book chapters, journal publications, conference proceedings, poster and workshop presentations, technical reports, and technological prototypes). For this parameter, recognized public reputation indices (SCImago/Scopus and ISI Web of Science) shall be taken into consideration, complemented by a qualitative assessment of the works highlighted by the candidate.

4.2.1.2. Coordination and participation in scientific projects (10%): Coordination and participation in scientific or technological development projects in the disciplinary field of

the competition. Consideration shall be given to the quality and quantity of scientific projects funded on a competitive basis through public funding by national or international agencies. Projects leading to technological developments in the disciplinary field of the competition under contracts with external entities shall also be considered relevant. In assessing quality, consideration shall be given to the funding obtained and to the level of demand and competitiveness of the call.

4.2.2. Candidates' pedagogical capacity, with a weighting of 20%, taking into account the following evaluation parameters:

4.2.2.1. Teaching activity (10%): The candidate's teaching activity in the disciplinary field of the competition shall be evaluated. Various factors shall be considered, such as the number and diversity of courses taught; the level of responsibility in each course; the development and supervision of curricular projects; available pedagogical evaluation mechanisms; and other relevant indicators, such as awards or distinctions.

4.2.2.2. Supervision and mentoring activity (10%): The candidate's supervision activities relating to Master's and/or PhD students shall be evaluated.

4.2.3. Career development plan (20%): Consideration shall be given to aspects such as the extent to which the candidate's objectives align with the mission of Ispa. The plan shall be formally evaluated, taking into account its clarity, ethical standards, and feasibility. Additionally, clear systematization of the proposed research strategies shall also be considered.

4.3. Curriculum evaluation process. The Selection Committee shall evaluate the applications in accordance with the criteria defined for Curriculum Evaluation (CE), on a scale from 0 to 100.

4.3.1. The classification assigned by each member of the Selection Committee to each candidate, in each selection method, shall be the weighted arithmetic mean of the classifications assigned in each criterion.

4.3.2. The Curriculum Evaluation (CE) shall be expressed on a scale from 0 to 100 and shall result from the following formula:

$$\text{CE} = \text{Scientific performance } 60\% [\text{Scientific production (50\%)} + \text{Coordination and participation in scientific projects (10\%)}] + \text{Pedagogical capacity } 20\% [\text{Teaching activity (10\%)} + \text{Supervision and mentoring activity (10\%)}] + \text{Career development plan } 20\%$$

5. Selection Process:

5.1. Preparatory Meeting. At the first meeting, the Selection Committee shall decide on:

- a) the eligibility of applications in documentary terms;
- b) the absolute merit requirements of the applications;

c) candidates deemed ineligible or eligible candidates who do not meet the minimum requirements of absolute merit shall be excluded from the competition.

5.2. Notification of excluded candidates and candidates admitted on the basis of absolute merit shall be made by public notice.

5.3. Curriculum Evaluation Meeting in the field of the competition. The members of the Selection Committee shall communicate their independent assessments, after which the final evaluation and subsequent ranking of the candidates shall be carried out.

5.3.1. Ranking and voting methodology.

5.3.1.1. The individual assessments of the members of the Selection Committee shall be presented and discussed, allowing for any amendments that a member may wish to make. Once the assessments have been finalized, each member of the Selection Committee shall prepare a written document, to be annexed to the minutes, containing their proposed ranking of the candidates, duly substantiated according to the criteria of relative merit.

5.3.1.2. Voting shall begin with the determination of the candidate to be ranked in first place. If a candidate obtains more than half of the votes, that candidate shall be placed first. If this does not occur, all candidates who received zero votes shall be removed, and the least-voted candidate in the first round who obtained at least one vote shall also be eliminated. In the event that more than one candidate is tied as the least voted candidate with at least one vote, a further vote shall be held exclusively among those candidates tied for last place in order to decide which candidate shall be eliminated. In this vote, members of the Selection Committee shall vote for the candidate placed lowest in their ranking, and the candidate receiving the highest number of votes shall be eliminated. If a tie between two or more candidates persists in this vote, the Chair of the Selection Committee shall decide which candidate shall be eliminated from among them. Following this elimination, the first round of voting shall be repeated with the remaining candidates only. The process shall continue until one candidate obtains more than half of the votes and is therefore placed first.

5.3.1.3. Once the candidate selected for first place has been removed from the voting process, the procedure described in the previous point shall be repeated for the second place and so on, until an ordered list has been established containing the number of candidates approved under the selection methods.

5.3.1.4. Abstentions shall not be permitted in the voting procedures of the Selection Committee.

5.4.1. In the event of a tie, the Chair of the Selection Committee shall have the casting vote.

5.6. The competition may remain unfilled where the Selection Committee considers that none of the candidates has achieved the level established in this Notice (all curriculum evaluations below 50).

6. Finalization of the Process:

6.1. Notification of the final decision to candidates throughout the evaluation process shall be carried out in accordance with the terms set out in point 5 of this Notice.

6.2. Following notification of the results, candidates shall have 10 working days to submit comments within the framework of the prior hearing procedure, pursuant to Articles 121 and following of the Portuguese Code of Administrative Procedure. The final decision shall be issued after consideration of the statements submitted during the prior hearing procedure. Within 90 days from the deadline for the submission of applications, the Selection Committee shall issue its final decision.

6.3. Once the period for the hearing of interested parties has elapsed, the Selection Committee shall submit the process for approval by the Rector.

6.4. The selected candidate shall have ten working days to accept, in writing, the position awarded, failing which, unless a justified reason is invoked within the aforementioned period, such failure shall be deemed equivalent to renunciation or withdrawal from the position. In the event of renunciation or withdrawal by the selected candidate, the Selection Committee reserves the right to notify and award the contract under the present competition to the candidate ranked in the subsequent position, where applicable, and in accordance with the final ranking list.

7. Selection Committee:

- The Selection Committee is chaired by Professor Manuela Veríssimo, Full Professor and Vice-Rector of Ispa – Instituto Universitário, and composed of the following five members:
- Professor Ana Cristina Quelhas, Full Professor at Ispa – Instituto Universitário;
- Professor Teresa Garcia Marques, Full Professor at Ispa – Instituto Universitário;
- Professor Luisa Raposo, Associate Professor at the Faculty of Psychology of the University of Lisbon;
- Professor Pedro Albuquerque, Associate Professor with Habilitation at the University of Minho;
- Professor Luis Faísca, Associate Professor at the University of Algarve.

8. Publication of the Call:

This Notice shall be published:

- a) On the EURAXESS platform, in Portuguese and English;
- b) On Ispa's official website, in Portuguese and English;
- c) On Ispa's social media channels.

9. Non-Discrimination and Equal Access Policy:

Ispa actively promotes a policy of gender equality, diversity, and inclusion, strictly ensuring the prevention of any form of discrimination. Accordingly, the terms “candidate”, “researcher”, “PhD holder”, and similar expressions used in this document are not intended to indicate gender.

Under the terms of Decree-Law no. 29/2001 of 3 February, candidates with disabilities shall be given preference in the event of equal ranking, prevailing over any other legal preference. Candidates must declare in the application form, under oath, their degree of disability, type of disability, and the communication/expression methods to be used during the selection process, in accordance with the aforementioned legislation.

10. Personal Data Protection:

By submitting an application, candidates provide the necessary information and consent for the processing of personal data strictly for the purpose of collection and integration into the database of the recruitment procedure and for the duration of the same, in accordance with the General Data Protection Regulation (GDPR).

Documents submitted within the scope of this recruitment procedure shall be considered administrative documents, and access to them shall comply with Law no. 26/2016 of 22 August, in its current wording.

29th May 2026, The Rector of Ispa – Instituto Universitário de Ciências Psicológicas, Sociais e da Vida, Full Professor Isabel Leal