

Conditions Offered for Tenure-track Assistant Professorship @ IST

The Portuguese university career includes three levels of professors: Assistant Professor, Associate Professor, Full Professor. Full-time professors must hold a PhD degree. The access to each level results from a public call that besides listing the general conditions defined by the Portuguese law states the required skills and experience.

A tenure-track position for Assistant Professors (AP) is offered for five years. Based on the performance achieved in this five year trial period, a decision will be made whether to offer, or not, a permanent faculty position. The decision to offer or not a permanent faculty position is based on internal IST regulations which follow the standard international practices.

During the trial period, the AP enjoy the same academic freedom as associate and full professors, in particular as far as research and the management of their groups are concerned. Specific recommendations regarding the service of the AP are in place that aim to maximize the impact of their activity during this period.

To the competition for the recruitment of associate professors can apply Ph.D. degree holders for more than five years.

To the competition for the recruitment of full professors can apply Ph.D. degree holders for more than five years and with Habilitation (Agregação, in Portuguese). It is important to note that the “Agregação” is a title that is awarded only by Portuguese Universities (there is no equivalence procedure for similar titles awarded by non-Portuguese institutions).

PhD holders that obtain a position of Associate or Full Professor and did not have a previous faculty permanent position, have a one year trial period.

Shaping the Future - IST Program for Tenure-track Assistant Professors

The IST Professor must be an academic leader with important contributions in the critical dimensions of the activity of a university professor, internationally recognised. The trial period of an AP plays a critical role both in getting a permanent position and, after that, in having a long-term university career. IST provides support to AP in the trial period, through a special program [Shaping the Future Career Development and Acceleration Program](#).

The Shaping the Future Program promotes the integration and adaptation of tenure track faculty members to the IST culture, helping them to define their professional identity and build a career development plan. It also seeks to promote its leadership skills and team management, enabling them to develop relevant research projects at national and international level and simultaneously optimizing the teaching-learning processes, within a framework of enhancement of IST's human resources.

The various components of the Shaping the Future Program are:

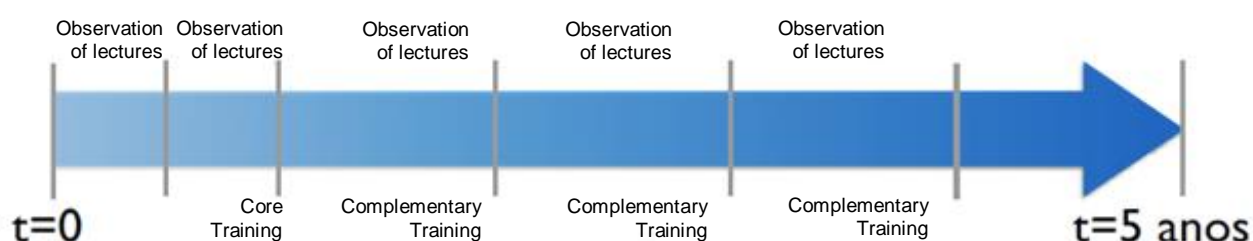
- [Core Training](#)

The Core Training aims to promote the adaptation of the Assistant Professors to the culture of IST, as well as to help them in defining their professional identity and in the construction of a development plan. This training normally takes place off site and lasts for three days, during which all the newly integrated IST faculty members are trained in the areas of team leadership and research projects, promoting their professional areas of expertise, but also the improvement of their pedagogical skills so that they can actively contribute to the promotion of excellence in teaching for IST students.

- Complementary Training and Teaching Improvement

As part of IST's commitment to teaching, the program includes the observation of lectures of the AP, two in the first year of the trial period and one per year until the end of the 4th year. The observations are made by a representative (faculty member) of the Pedagogical Council and a specialist in Educational Psychology (NDA). At the end of each observation, the observation team meets with the faculty member and provides feedback that includes positive aspects observed as well as suggestions for improvement, including possible additional training activities to attend.

Participants in the Shaping the Future Program will also have access to the full range of Complementary Training provide by IST to all faculty members, and according to their specific needs.

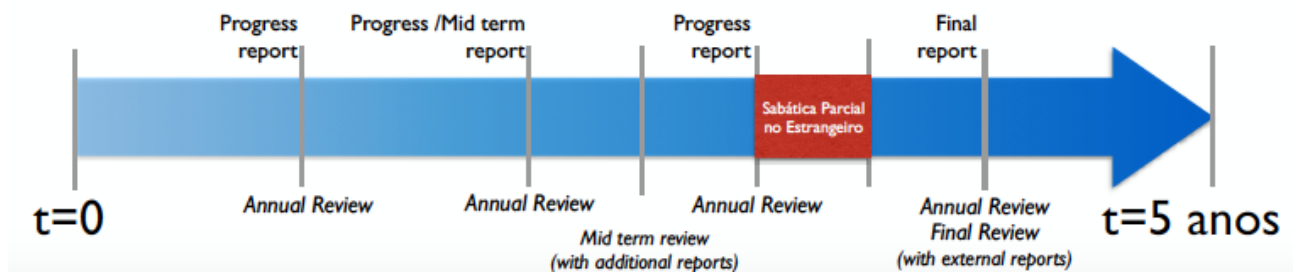


- [Mentoring](#) and Monitoring Committee

All APs in trial period are assigned a mentor. The mentor's role is to provide advice on IST values and good practices, and faculty member career development, assisting them in their positioning in the trial period, recruiting and supervising PhD and Masters students, teaching practices, research directions and funding strategies, and other components of mentoring / coaching.

The mentor is, in general, a Professor with extensive experience in IST that can be considered a role model in the university career; this role may be performed by a Professor or Researcher from any scientific area or department of IST.

The AP's activity is monitored by a Monitoring Committee headed by the mentor and including also two permanent faculty members of the scientific area of the AP. This committee advises the AP in the trial period and carries out the appraisal of his/her annual activities giving feedback to the AP and to the President of the department to which he/she is affiliated.



- Start-up funds

The start-up funds aim at fostering the academic and scientific independence of APs in their trial period and should be used to implement the scientific-pedagogical project presented to the call for Assistant Professor. One component of the funds aims at supporting a sabbatical leave (at most at the 7th semester of the trial period) in a foreign reference institution, and the other to support the execution of the proposed scientific project. The funds, whose amount are yearly defined by the Executive Board of IST, should be executed according to pre-specified rules.

APs in the trial period are strongly encouraged to participate in the ERC acceleration program, in particular in the pre-evaluation phases of the curriculum and the idea to explore.

The follow-up process for the trial period should encourage and prepare the faculty members for these grant applications to the European Research Council providing the necessary conditions, in particular in terms of teaching service, to facilitate the preparation of the application, in all its dimensions.

Salary and Benefits for Assistant Professors

IST is a public institution and therefore its permanent staff are public servants, with a career governed by law (for the professors, the Statute of the University Teaching Career).

Salary for the faculty members and benefits for public servants are in accordance with national laws and rules. The annual gross salary of an assistant professor is 44.685 euros, plus meal allowance paid for the working days in 11 months. The full-time workload corresponds to 7h/day and 22 days of annual holidays.

Compulsory taxes include 11% for Social Security, an Individual Income Tax (in Portuguese, IRS= Imposto sobre o Rendimento de Pessoas Singulares) with a variable tax depending on the family condition and total income. For a single AP with no children and no further income the tax in 2017 is 28.5%; for a married AP with one children and a familiar total income of 67.500 euros the IRS's tax is 26,9% (values to be confirmed for 2018).

Public servants may, in a volunteer basis, subscribe ADSE (Assistência na Doença dos Servidores do Estado) whose mission is to protect its beneficiaries in the fields of health promotion, disease prevention, treatment and rehabilitation, generally providing better and faster conditions than the public national health service. For

this, 3,5% of the gross salary is dedicated. ADSE members benefit from low price visits to medical doctors, diagnostic exams, and low-cost access to private hospitals.

Maternity license and paternity leave follow the Portuguese law for public servants. In broad terms, the mother has 120 consecutive days of license and the father 5 working days in the first month after birth. Regulations provide more benefits and the extension of these periods under particular conditions.

Teaching staff may benefit from a one year sabbatical leave after 6 full-time working years, keeping salary and benefits.

IST Conditions for Faculty Members in All Levels of University Career

Besides being immerse in a R&D atmosphere with a large number of initiatives along the year, (e.g., talks by foreign researchers, technical events, workshops) all teaching staff also benefit from a set of school policies and programmes that include:

- [Affiliation with one of the 23 R&D Units in the universe of IST](#)

Research at IST is organized in 23 Centres and Institutes that pursue challenging research programmes with a strong social impact in the fields of Architecture, Engineering, Science and Technology. These Centres and Institutes address a multidisciplinary research in an international and multicultural atmosphere. They integrate around 1.200 researchers holding a PhD.

Almost all the full-time teaching staff are affiliated with one of these R&D units.

- ERC acceleration program

IST runs a program to support the preparation and submission of proposals to the research grants of the European Research Council. The program includes:

- a component of preparation and reflection on the curriculum, the idea, and project, aimed at the proponents of Starting Grants and Consolidator Grants;
- a component to support the preparation / writing of the proposal and interview, aimed at all the proponents;
- a broad set of mechanisms specifically designed to support for the preparation and submission of these proposals including specific information, infodays, analysis of call scheduling and the context of competitions.

- Exemption of teaching duties

The IST Scientific Council may authorize, upon request of the faculty members in any position of the university career, the exemption from teaching duties, for the execution of research projects. This procedure is duly regulated and cannot exceed 75% of the annual teaching load.

- **Actions for supporting parenthood**

IST is committed to gender equality.

The actions for supporting parenthood allows for teaching relief during post parental leave and aims to better combine work life and family life. All faculty members who have been on parental leave for at least 100 days may be granted teaching exemption for one semester.

This measure, whose main goal is to facilitate the research activities, can be enjoyed by both men and women. In the case both of them carry out research at IST, only one will be covered by this program.

- [Health Services](#)

IST Health Services provide a wide range of medical specialities, clinical examinations and nursing treatment, at low cost. These services are offered in the three campuses of IST, Alameda, Taguspark and CTN.

- [Day-care for children of IST's employees](#) located at Alameda campus and public education in Lisbon

The nursery covers the age range between 4 months and 3 years and is composed of three rooms: nursery, acquisition of gait and 2 years. The kindergarten has four rooms with children from 3 to 6 years.

There are good public higher schools in the vicinity of IST and, generally, in Lisbon.

- **Salary complements**

Under certain conditions defined in IST regulations, faculty members may receive a complement to his/her salary. The amount to be paid as additional salary to the professor, in retribution for his/her participation in projects contracts shall be determined, on a case-by-case basis, by decision of the President or Vice-President for Administrative and Financial Management of IST, on the proposal of the coordinator of the project, which deserves the explicit agreement of the Departments' President.

- [Intellectual Property](#)

IST has a set of internal procedures to manage its Intellectual Property Portfolio.

IST stimulates intellectual property protection as a means of fostering knowledge valorisation and currently has a portfolio of more than 250 patents. Many of these patents result from research projects involving companies that have preferential rights for commercial exploitation. Licensing other intellectual property rights, such as computer programs copyright or technology products associated brands, among others, is also carried out by IST.

According to [IP policy](#), for each invention or creation protected as well as for each trade secret, inventors or creators are entitled to a remuneration related to the payment of industrial property rights to IST.

Some of IST's start-ups have license agreements that enable exploitation of intellectual property rights of the school and associated research centres.

- [IST Spin-off community](#)

IST has a strategy to promote students' and researchers' innovative character and entrepreneurial spirit. The IST Spin-Off® community was created in November 2009, to publicise success stories in business field that began in some manner within the school's wall, to promote collaborations and relationships between companies with school-related origins, to strengthen these companies' links with IST, and to encourage students and researchers to create even more. The IST Spin-off community has more than 50 companies, some of which created by IST faculty.

- [Mobility and Transports](#)

- Free parking in the three campuses.
- Free shuttle service is available to IST community between Alameda Campus and Taguspark Campus, from 7 a.m. to 8.10 p.m., with a set of intermediate stops.

- [Protocols and agreements](#)

IST signed several protocols with companies, under particularly advantageous conditions to faculty, researchers, staff and students. These companies include high schools, pharmacies, health services, mobile communications, banks, gymnasiums, hotels, cultural events, and transports.