

**MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF RIO GRANDE
INSTITUTE OF LETTERS AND ARTS
GRADUATE PROGRAM IN LETTERS**

PUBLIC NOTICE N.01/2018

The Institute of Letters and Arts announces the opening of simplified public admission process for hiring Visiting Professor in the area of Literature, under the terms of Law nº8.745/93 amended by Law nº 12.772/12.

1- OBJECTIVES

- a) Admitting Foreign Visiting Professor, with recognized scientific and academic production, to support the execution of teaching, research and extension activities.
- b) Contributing to the development, improvement or creation of graduate programs, in accordance with the Institutional Pedagogical Project and the Institutional Development Plan.

2- VACANCIES

Number of Vacancies: 1 (one)

Field of Knowledge: Literary History

Graduate Program: Letters

Line of Research: The candidate's profile should conform to one of the lines of research below:

- a) Women's writing
- b) Literature, History and Literary Memory
- c) Rio Grande do Sul Literature

3- APPLICATION

3.1. The submission of the following documents is required for application:

- a) Application Form filled and signed addressed to the Institute of Letters and Arts;
- b) copy of Doctoral Degree Certificate;
- c) copy of Passport identification pages (two front pages);
- d) Curriculum Vitae;
- e) Work Plan, which is a proposal containing the activities to be developed, including research, supervision, courses/subjects to be taught at undergraduate and graduate levels;

3.2. To accomplish enrollment, candidates must submit the required documents in the sub-item 3.1 exclusively via the following website www.professorvisitante.furg.br.

4- SIMPLIFIED ADMISSION PROCESS:

4.1. The simplified admission process will consist of:

- b) analysis of the Work Plan as eliminatory and qualifying factor (maximum of 4 points); and
- b) proof of formal qualification and professional experience (Curriculum vitae template

- Appendix 1) as eliminatory and qualifying factor (maximum of 6 points).
- c) final grade is calculated using the formula: work plan score + professional experience score.

Grade for approval in each stage of the selection process is 50% of the maximum score.

4.2. During the proof of formal qualifications, CV will be analyzed according to Score Board (Appendix 2).

4.3. The formal qualifications required as minimum for enrollment in the simplified admission process will not be scored, and each formal qualification will be considered only once.

4.4. During the analysis of the Work Plan, the following factors will be scored according to the Work Plan Scoring Table (Appendix 3):

- a) relevance and insertion of the Work Plan regarding research and graduate activities (at least 75% of proposed activities);
- b) relevance and contribution to undergraduate teaching and extension activities;
- c) pertinence and feasibility of the Work Plan;
- d) compatibility with the field of knowledge and lines of research of the associated graduate program;
- e) impacts of the proposal for the Program's research qualification and internationalization.

5. GENERAL PROVISIONS

5.1. In case of having no applications, within the established term, application and admission process deadlines will be automatically extended by the same period.

5.2. Minimum formal qualification and professional competence for hiring Foreign Visiting Professor are:

- a) To have Doctoral Degree for, at least, 2 years;
- b) To have availability for exclusive dedication. In case of having an institutional position, the professor must be made available from his/her home institution.
- c) To be a professor or researcher of recognized competence on his/her field, with relevant activity in training of professionals at undergraduate and/or graduate levels.
- d) To have relevant and documented academic production, in the embraced field of knowledge of the program, preferably in the last 5 (five) years.

6. CONTRACT DURATION

The hiring of Foreign Visiting Professors will happen, initially, for 2 (two) years, which may be extended up to a maximum of 48 (forty-eight) months.

Deadlines will be computed from the contract signature date. Contract renewal will be conditioned to the evaluation of execution of the Work Plan approved.

7. REMUNERATION

7.1. Remuneration of Foreign Visiting Professors will be established based on the qualification and experience of the candidate, according to the analysis of Personnel Management Department's Special Committee, as per correspondence with the

compensation range of the career and salary plan of professors of Higher Education Institutions, which may happen in the following categories:

- a) Category C (Assistant):
- b) Category D (Associate):
- c) Category E (Full):

7.2. Remuneration values, for each category in the item 7.1, correspond to the following chart:

	Grade	Compensation (*)	Payment for qualification (PhD) (*)	Meals Allowance	Total
Category C (Assistant)	I	R\$ 5.488,42	R\$ 5.835,29	R\$458,00	R\$11.781,71
Category D (Associate)	I	R\$ 7.167,78	R\$ 8.638,80	R\$458,00	R\$16.264,58
Category E (Full)	I	R\$ 8.119,08	R\$ 11.321,40	R\$458,00	R\$19.898,48

(*) Financial purposes from January 1st, 2017, under the terms of Law n° 13.325, from July 29th, 2016.

7.2. Requirements of category framework:

Category	Time of Qualification	Professional Experience	Scientific Production	Training Experience in Research
Category C (Assistant)	Doctoral Degree for, at least, 2 years.	Teaching experience in Higher Education or as a Researcher for, at least, 2 (two) years.	Relevant scientific production in the field of application in the last 5 (five) years.	Experience in advising activities of scientific initiation, graduation projects, and supervision or joint supervision at graduate level.
Category D (Associate)	Doctoral Degree for, at least, 8 years.	Teaching experience in Higher Education or as a Researcher for, at least, 5 (five) years.	Relevant scientific production in the field of application in the last 5 (five) years.	Completion of, at least, 2 (two) master's or doctoral degrees supervisions as an advisor.
Category E (Full)	Doctoral Degree for, at least, 16 years.	Teaching experience in Higher Education or as a Researcher for, at least, 10 (ten) years.	To have relevant scientific production in the field of application in the last 5 (five) years.	Completion of, at least, 4 doctoral degrees supervisions as an advisor.

7.2. For the framework of qualification time, the contract signature date will be considered.

7.3. For the framework of professional experience, both teaching and research background, teaching and mentoring in distance learning activities, teaching at undergraduate and graduate levels, research project coordination, as well as university management and extension experience may be computed.

7.4. The framework of scientific production is detailed in the spreadsheet attached, considered the relevance and the supervisions in the area of evaluation in which the graduate program is settled.

7.5. For the framework of training experience in research, the above-mentioned activities will be considered.

8. RECONSIDERATION AND APPEALS

8.1. Reconsideration may be requested within 3 (three) working days from the disclosure of final results.

8.2. Requests for appeals will be submitted exclusively through the following website www.professorvisitante.furg.br.

9. HIRING

9.1. It is the responsibility of Foreign Visiting Professors to have a visa to enter Brazil, in the corresponding category of the activities to be developed, with compatible validity of the residence period in the country, moreover predicting the possibility of contract extension, according to the current legislation.

9.1. In case of approval and after the appeal deadline, the hiring of the candidate will take place.

10. SCHEDULE

January, 11 to 30, 2018	Application period
January 31, 2018	Approval of applications
February, 01 to 05, 2018	Selection period
February 06, 2018	Disclosure of the result at the website www.ppgletras.furg.br
February 09, 2018	Deadline for filing appeals relating to the result outcome
February 14, 2018	Disclosure of the final result at the website www.ppgletras.furg.br

APPENDIX 1

CURRICULUM VITAE TEMPLATE

Proof of formal qualification and professional experience should be presented as follows:

- a) **Curriculum Vitae in the format of *Plataforma Lattes* (lattes.cnpq.br), or**
- b) **Curriculum Vitae according to the following template:**

1 – Teaching and Supervising Experience

- 1.1 – Teaching experience in Higher Education
- 1.2 – Supervision of PhD dissertations (concluded)
- 1.3 – Supervision of Master's theses (concluded)
- 1.4 – Supervision of undergraduate monographs (concluded)

2. Scientific Production*

- 2.1 – Article published in scientific journals
- 2.2 – Published BOOK
- 2.3 – Published chapter in book

Other professional experience

- 3.1 – Member of editorial board of scientific journal
- 3.2 – Coordination of scientific project approved and financed by scientific agencies
- 3.3 – Participation in PhD dissertation boards
- 3.4 – Participation in Master's thesis boards

*Note: Only scientific production in the lines of research (a, b or c of item 2 - VACANCIES above) will be scored.

APPENDIX 2

PROFESSIONAL EXPERIENCE SCORING TABLE

1 – Teaching and Supervising Experience – maximum 3.0 points		
Activities	Points	Maximum
1.1 – Teaching experience in Higher Education	0.1 p/year	1.0
1.2 – Supervision of PhD dissertations (concluded)	0.2 p/student	1.0
1.3 – Supervision of Master’s theses (concluded)	0.1 p/student	0.8
1.4 – Supervision of undergraduate monographs (concluded)	0.02 p/student	0.2

2. Scientific Production* - maximum 6.0 points		
Type of Production	Points	Maximum
2.1 – Article published in scientific journals	0.5 p/article	3.0
2.2 – Published BOOK	0.5 p/book	2.0
2.3 – Published chapter in book	0.2 p/chapter	1.0

3. Other professional experience – maximum 1.0 point		
Type of Activity	Points	Maximum
3.1 – Member of editorial board of scientific journal	0.1 p/item	0.3
3.2 – Coordination of scientific project approved and financed by scientific agencies	0.2 p/project	0.4
3.3 – Participation in PhD dissertation boards	0.04 p/board	0.2
3.4 – Participation in Master’s thesis boards	0.02 p/board	0.1

*Note: Only scientific production in the lines of research (a, b or c of item 2 - VACANCIES above) will be scored.

APPENDIX 3

WORK PLAN SCORING TABLE

INDICATOR	MAXIMUM SCORE
Relevance and insertion of the work plan in teaching and research activities at the Graduation Program*	4,0
Impacts of the proposal for the qualification of research and internationalization of the Graduation Program*	3,0
Relevance and contribution to undergraduate teaching and outreach activities	1,0
Work plan feasibility	1,0
Compatibility with the area of knowledge and the research line(s) of the Graduation Program*	1,0

* Note: Research and graduate activities should be at least 75% of the activities planned