

## NURSING SCHOOL OF LISBON

### PUBLIC NOTICE

Documentary call for tenders for the recruitment of two positions as Adjunct Professor, under a public services employment contract for an undetermined period of time in the scientific departmental area of Maternal Health Nursing.

Considering the proposal of the Scientific-Technical Board, approved by deliberation on 13/02/2023, under the terms of the Career Statute of Polytechnic Higher Education Teaching Staff (ECPDESP), approved by DL no. 185/81, 1 July, amended by DL no. 69/88, 3 March, and no. 207/2009, 31 August, and by Law no. 7/2010, 13 May, in conjunction with the Regulation for Tenders for Hiring ESEL Professors, approved on 29/10/2020 by the ex-President of the Nursing School of Lisbon (ESEL) and published in Diário da República (Official Gazette) no. 222/2020, 2nd series, 13/11/2020, it is hereby made public that, by Order of 23/02/2023 issued by the President of the Nursing School of Lisbon, duly and previously inscribed in ESEL's Budget allocation, the following is open for a period of 30 working days, counting from the immediate working day after the publication of this notice in Diário da República, the documentary call for tenders for the recruitment of 2 (two) Adjunct Professors, corresponding to vacancies provided for and unoccupied in ESEL's Staff, under a Public Services Employment Contract for an Undetermined Period of Time, in the scientific departmental area of Maternal Health Nursing at the Nursing School of Lisbon, under the following terms and conditions:

1. **Period of validity:** The tender is valid only for the filling of the job vacancies mentioned above, expiring with their occupation.
2. **Functional content of the category:** as described in article 2 A and no. 4 of article 3 of the ECPDESP and in ESEL's Teaching Service Provision Regulations ratified on 20/06/2017.
3. **Workplace:** Nursing School of Lisbon and other places where ESEL develops its activity.
4. **Remuneration position:** as determined under the terms of article 35, no. 1, of the ECPDESP.
5. **Admission requirements:**
  - 5.1 Under the terms of article 17 of Law no. 35/2014, 20 June, and article 12-E of the ECPDESP, applications may only be submitted by those who, by the deadline for the submission of applications, meet the general requirements set out in these regulations and:

The holders of a doctoral degree in Nursing or of the title of Nursing specialist (under the terms of article 17 of the ECPDESP, article 48 of Law no. 62/2007, 10 September, and of Decree-Law no. 206/2009, 31 August) and the holders of the professional title of nurse specialist in Maternal Health Nursing.

**5.2** Holders of foreign qualifications must prove the recognition, equivalence or registration of their doctoral degree, in accordance with the applicable legislation and internal regulations.

## **6 Formalisation of the application:**

**6.1** Applications must be formalised by means of a paper request addressed to the President of the Nursing School of Lisbon, written in Portuguese and containing the following elements:

- a)** The candidate's full identification, including full name, date of birth, nationality, civil identification number, address, telephone contact and e-mail address;
- b)** academic qualifications and titles and/or professional titles;
- c)** category, group or subject area to which they belong, length of service as a teacher in higher education and institution to which they belong, if applicable;
- d)** identification of the tender to which they are applying and reference to DR in which this notice was published;
- e)** list of documents accompanying the application;
- f)** date and signature.

**6.2.** Applications must be submitted on paper and delivered in person at ESEL's Human Resources Division, Calouste Gulbenkian Pole, located at Av. Professor Egas Moniz, 1600-190 Lisbon, from 10am to 12pm and from 2pm to 4pm or sent by registered mail with acknowledgement of receipt, to the same postal address.

**6.3.** The submission deadline for applications will be, according to the submission scheme:

- a)** in person, until the closing time to the public (4pm) of the Human Resources Division of ESEL, on the last day of the deadline;
- b)** in postal submission, until the last day of the deadline, evidenced by the mail's registration date.

**6.4.** Personal data of the candidates will be used only and exclusively for the purposes of this tender.

6.5. Applications sent by e-mail will not be accepted.

## 7 Application instructions:

7.1. The candidate must accompany their application with the following documents, duly numbered and identified:

- a) A consented photocopy of the civil identification document;
- b) A consented photocopy of the tax identification number (in case the candidate does not have a citizen card);
- c) A declaration from the candidate under a solemn oath, in which they assure that they are not inhibited from exercising public functions or prohibited from exercising their duties and that they have fulfilled the obligatory vaccination laws;
- d) An authenticated copy of the certificate/certification of the doctoral degree in nursing or of the title of nursing specialist obtained in accordance with Decree-law no. 206/2009, 31 August, or, if holding a foreign qualification, an authenticated copy of the recognition, equivalence or registration for the doctoral degree in the nursing area in Portugal, in accordance with the applicable legislation and proof of the professional title of Nurse Specialist in Maternal Health Nursing, from Ordem dos Enfermeiros (Portuguese Order of Nurses). Compliance with the originals may be attested by ESEL's services, in case of in-person presentation of the application;
- e) A simple photocopy of other qualifications certificates and academic and professional titles;
- f) A paper copy of the *curriculum vitae* duly dated and signed, and of the documents accompanying the application, five digital copies (*USB stick*) in PDF format, fully organised in accordance with the parameters, criteria and subcriteria for selection and seriation contained in this notice, which will be published on the institutional website. The *USB stick* must contain all the application documents.

7.2. The *curriculum vitae* must be written in Portuguese.

7.3. In order to promote the most appropriate classification of the curricular elements, the candidates must organise the presentation of the curriculum fully and obligatorily in

conformity with the operationalisation of the parameters, criteria, and subcriteria approved by the jury, which is a necessary condition for its evaluation, excluding anything that is not duly ordered.

- 7.4. It is the candidates' responsibility to provide documentary evidence, in any way possible, of the framework of all curricular elements presented and associated with the criteria/subcriteria included in the evaluation system approved by the jury. The same curricular element can only be part of one subcriterion.
- 7.5. The supporting documents attached to the curriculum must be presented in the original language in which they were issued and must be translated into Portuguese or English when these are not the original languages.
- 7.6. Whenever deemed necessary, the jury may request the candidates, by e-mail, to present the original supporting documents attached to the curriculum, as well as complementary documentation related to it.
- 7.7. Candidates who provide services to the Nursing School of Lisbon are exempt from presenting the documents that already exist in their individual files, and this fact must be expressly stated in the respective application.
- 7.8. Failure to present the supporting documents related to the curriculum submitted by the candidate implies the non-assessment of the elements that they should prove.
- 7.9. The documents submitted by the candidate shall be returned to them, at their request, one year after the end of the present tender, except if the tender has been subject to a judicial review.
- 7.10. Candidates who do not meet the admission requirements will be preliminarily excluded and notified of this intention via email, for the purpose of holding a hearing of the interested parties, under the terms of the Administrative Procedure Code.

## 8. Selection and seriation:

**Method, parameters, criteria and evaluation system** - The selection and seriation of the candidates is carried out by means of a curricular evaluation method, based on the elements provided by the candidate in the *Curriculum Vitae* and is materialised in a classification obtained from an evaluation

system, established by the Jury, consisting of the following parameters, criteria, subcriteria and respective scores:

**P.1 – The candidate's qualification (Q), evaluated on the basis of an assessment of their academic and training background (weighting of 0.20): -----**

Weighting	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
0.2	P1) Qualification of the Candidate (Q)	1.1 Academic degrees and academic examinations carried out	Doctoral degree in Nursing	55	55
			Doctoral degree in another area and Title of Nursing Specialist	45	
			Master's degree and Title of Nursing Specialist	35	
			Bachelor's Degree and Title of Nursing Specialist	10	
		1.2 Completed postgraduate education	Specialization Course in Maternal and Obstetric Nursing	30	45
			Other postgraduate courses	15	
				<b>100</b>	

**P.1 – The candidate's qualification (Q), evaluated on the basis of an assessment of their academic and training background, considering the following criteria (weighting 0.2):**

**1.1 Academic degrees and obtainment of the title of nursing specialist** under Decree-Law No. 206/2009, August 31, as amended by Decree-Law No. 27/2021 (maximum 55 points):

*Note - In this criterion, only the subcriterion with the highest weight met by the candidate will be scored. In this parameter, only the courses already completed and duly certified by title or diploma will be considered.*

- |   |           |
|---|-----------|
| <b>1.1.1.</b> Doctoral degree in Nursing  | 55 points |
| <b>1.1.2.</b> Doctoral degree in another area and Title of nursing specialist (DL 206/2009) | 45 points |
| <b>1.1.3.</b> Master's degree and Title of Nursing Specialist (DL 206/2009)                 | 35 points |
| <b>1.1.4.</b> Bachelor's Degree and Title of Nursing Specialist (DL 206/2009)               | 10 points |

**1.2 Completed postgraduate education** (maximum 45 points):

- |   |           |
|---|-----------|
| <b>1.2.1. Specialization Course in Maternal and Obstetric Nursing</b> | 30 points |
|---|-----------|

*Note - The specialization course leading to the attribution of the title of Nurse Specialist in Maternal and Obstetric Nursing by Ordem dos Enfermeiros (OE) will be considered, verified by the professional license.*

**1.2.2 Other postgraduate courses** (maximum 15 points)

*Note - This sub-criterion only considers courses in the area of Maternal and Obstetric Nursing or in an area considered relevant to Maternal and Obstetric Nursing, attended in higher education institutions, duly documented by certificate or diploma with explicit indication of the number of ECTS or duration in hours, depending on the case. The matter of "relevance to Maternal and Obstetric Nursing" will, in case of doubt, be decided by a majority in a roll-call vote by the jury members. Courses that have been scored at a previous point in this chart are not considered.*

- Courses ≥ 60 ECTS or ≥1500 hours

15 points/course

- Courses  $\geq 30$  ECTS and  $< 60$  ECTS or  $\geq 750$  hours and  $< 1500$  hours 10 points/course
- Courses  $\geq 12$  ECTS and  $< 30$  ECTS or  $\geq 300$  hours and  $< 750$  hours 5 points/course

**P.2 - Technical, scientific and professional performance of the candidate (DTCP), evaluated according to the assessment of work and activities with relevance to the scientific departmental area of Maternal and Obstetric Nursing (weighting of 0.30):**-----

	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
Weighting 0.30	P2) Technical, scientific and professional performance (DTCP)	2.1 Scientific publications	Articles published in a scientific journal	30	40
			Article in conference proceedings	20	
			Books <i>eBooks</i> and book chapters	12	
			H-Index Citations	6	
			Reviewer in scientific journals	10	
		2.2 Science and technology dissemination actions	Oral presentation/Conference	15	30
			Poster/Free presentation	10	
			Organizing/scientific committee of an event	10	
			Moderation or commentary at a scientific event	6	
		2.3 Participation in R&D projects	Participation in R&D unit project teams	30	30
			Participation in scientific research projects within HEIs or Health	20	
					100

**P.2 – Technical, scientific and professional performance of the candidate (DTCP), evaluated according to the assessment of work and activities with relevance to the scientific departmental area of Maternal and Obstetric Nursing, taking into account the following criteria (weighting of 0.30):**

*Note - In this criterion, only works of a technical and scientific nature in the area of Maternal and Obstetric Nursing, or with relevance to the area of Maternal and Obstetric Nursing, effectively published between 1 January 2012 and the application's deadline, will be considered. Candidates must group them in their curriculum according to the operationalisation of the present criterion. The matter of "relevance to Maternal and Obstetric Nursing" will, in case of doubt, be decided by a majority in a roll-call vote by the jury members;*

**2.1 Scientific publications (maximum 40 points)**

**2.1.1. Articles published in a scientific journal (maximum 30 points)**

*Note - In the scope of this subcriterion, Quartile 1, 2, 3 and 4 journals are considered, as well as those indexed in other databases (the requirements of all journals are considered at the date of publication). It is up to the candidate to prove the Quartile <https://www.scimagojr.com/journalrank.php?year=2015&country=BR&type=j> Candidates should group the different publications according to the type of journal.*

- Article in which the candidate is the author or co-author, published in a Q1 and Q2 journal – 6 points/ article  
*Note - It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*

- Article in which the candidate is the author or co-author, published in a Q3 and Q4 journal – 5 points/ article  
*Note - It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*

- Article in which the candidate is the author or co-author, published in an indexed journal and not belonging to any of the previous quartiles. 4 points/ article  
*Note - It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*

### 2.1.2. Article in conference proceedings (maximum 20 points)

*Note - "Conference proceedings" refers to the publication, with International Standard Book/Serial Number or DOI, of papers/presentations related to scientific events, the publication of which occurred between 1 January 2012 and the application deadline. Articles whose title is the same as another, already considered in this subcriterion, will not be considered.*

- Article published in conference proceedings 3 points/ article  
*Note - An article in "conference proceedings" is considered to be the publication of a presentation at scientific events, not including abstracts.*

### 2.1.3. Books eBooks and book chapters (maximum 12 points)

*Note - New editions of the same book or chapter will not be considered, with the exception of revised and expanded editions. Publications and/or editions in conference proceedings will not be considered. It is up to the candidate to prove the edition, revision and expansion of the book or chapter.*

- Book chapters in which the candidate is the author or co-author – 5 points/ chap.  
*Note - In this subcriterion, no more than three chapters per book will be considered.*
- Publication/coordination/technical review of books in which the candidate is the editor/coordinator/technical reviewer. 5 points/ book  
*Note - This subcriterion will also consider situations of co-editing/co-coordination/co-technical review.*

### 2.1.4 H-Index Citations (maximum 6 points)

*Note - In this subcriterion, the value of the candidate's H-index in Scopus H-Index Evaluation system will be considered. This index must be obtained by the application deadline. It is up to the candidate to provide proof of such index.*

- H-index – number of points equal to the value of the candidate's H-index.

### 2.1.5 Reviewer in scientific journals (maximum 10 points)

*Note - The score for this subcriterion is based on the number of scientific journals for which the candidate has been a reviewer of at least one article, from 1 January 2012 until the application deadline. It is up to the candidates to provide proof that they have made revisions for the indicated journals.*

- Reviewer in Q1 and Q2 journals 5 points/rev.
- Reviewer in Q3 and Q4 journals 4 points/rev.

- Reviewer in indexed journals

3 points/ rev.

## 2.2 Science and technology dissemination actions (maximum 30 points):

*Note - Scientific events are considered to be congresses, conferences, colloquia and other similar activities of a technical and scientific nature, with a scientific committee, which have been publicly announced and have effectively taken place between 1 January 2012 and the application deadline. Only dissemination actions in the field of Maternal and Obstetric Nursing, or with relevance to the area of Maternal and Obstetric Nursing, will be considered. Candidates must group them in their curriculum according to the operationalisation of the present criterion. The matter of "relevance to Maternal and Obstetric Nursing" will, in case of doubt, be decided by a majority in a roll-call vote by the jury members.*

### 2.2.1. Oral presentation/Conference (maximum 15 points)

*Note - In this subcriterion, only invited papers or panel presentations that are individually included in the program of the scientific event, in person or remotely, will be considered. It is up to the candidate to provide proof of this activity and the fulfilment of these requirements. Activities carried out from 1 January 2012 until the application deadline are considered. Free paper and poster presentations will not be considered.*

- Oral presentation at an international scientific event
- Oral presentation at a national scientific event

5 points/ pres.

3 points/ pres.

### 2.2.2. Poster/Free presentation (maximum 10 points)

*Note - In this subcriterion, only posters/free presentations, duly certified by the event's organization, carried out in person or remotely, from 1 January 2012 to the application deadline, will be accounted for. For counting purposes, the poster and its presentation, if any, will be considered together, only once. Candidates should group them accordingly.*

- Free presentation - author or co-author, presented at an international scientific event
- Free presentation - author or co-author, presented at a national scientific event
- Poster - author or co-author, presented at an international scientific event
- Poster - author or co-author, presented at a national scientific event

3 points/ pres.

2 points/ pres.

2 points/ poster

1 point/ poster

### 2.2.3. Organising/scientific committee of an event (maximum 10 points)

*Note - In this subcriterion, scientific events that are duly certified, have been publicly announced and effectively occurred, in person or remotely, between 1 January 2012 and the deadline for submitting the application will be accounted for.*

- Participation in an organising or scientific committee of an international scientific event

3 points/part.



- Participation in an organising or scientific committee of a national scientific event 2 points/part.

**2.2.4. Moderation or commentary at a scientific event** (maximum 6 points)

*Note - In this subcriterion, only moderations and/or commentary duly certified by the event's organization, carried out from 1 January 2012 until the application submission deadline, will be accounted for.*

- Participation as moderator or commentator at a scientific event 1 points/part.

**2.3 Participation in R&D projects** (maximum 30 points)

*Note - Only R&D projects in the area of Maternal and Obstetric Nursing, or with relevance to the area of Maternal and Obstetric Nursing, will be considered. The matter of "relevance to Maternal and Obstetric Nursing" will, in case of doubt, be decided by a majority in a roll-call vote by the jury members.*

**2.3.1. Participation in R&D unit project teams** (maximum 20 points/10 per project)

*Note - In this subcriterion, only research and development projects in which the candidate has participated between 1 January 2012 and the application deadline will be considered. They must be registered in a R&D unit or be the result of a formal institutional partnership, and proof of this must be provided, issued by the competent services or bodies of the R&D unit or host institution. Within the scope of the operationalisation of this subcriterion, foreign institutions similar to FCT shall be considered for this purpose.*

**2.3.2. Participation in scientific research projects in the scope of HEIs or Health** (maximum 20 points)

- Participation in scientific research projects 5 points/  
project
- Note - In this subcriterion, only research projects in which the candidate has participated between 1 January 2012 and the application deadline will be considered. The projects must have resulted in publications in indexed scientific journals or presentations in a scientific event. Candidates must unequivocally identify which publication/presentation substantiates the results of the research project. Academic work is excluded.*

**P.3 – The candidate's pedagogical capacity (CP), assessed on the basis of an evaluation of the quality and extent of their previous teaching practice (weighting of 0.30):**-----

Weighting 0.30	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
	P3) Pedagogical capacity (CP)	3.1 Curricular units taught, and the type of classes given		In the scientific departmental area of <i>Maternal and Obstetric Nursing</i>	30
In other nursing and related areas				20	
3.2 Production of teaching material and experience in the implementation of innovative techniques and methods to support teaching			Production or co-production of documents and other didactic materials	5	10
			Experience in the implementation of innovative techniques and methods to support teaching	5	

	3.3 Other pedagogical activity within the scope of education	Activity as trainer in courses or workshops in the area of <i>Maternal and Obstetric Nursing</i>	35	45
		Organisation and management of the educational activity of a healthcare institution or service	35	
				100

**P.3 – The candidate's pedagogical capacity (CP), evaluated on the basis of an assessment of the quality and extent of their previous teaching practice, considering the following criteria (weighting 0.30):**

*Note - Only the teaching activity, carried out in a Higher Education Institution (HEI) or Healthcare Institution and which occurred between 1 January 2012 and the application deadline, will be considered.*

**3.1 Curricular units taught, and type of classes given (maximum 45 points)**

*Note - In the different modalities: theoretical (T), theoretical-practical (TP), practical-laboratorial (PL), seminar (S), fieldwork (TC), internship (E) and tutorial guidance (OT). The candidate must identify and provide evidence of the FTE (Full-time equivalent) percentage in each year at HEIs. The matter of "Nursing and related areas" will, in case of doubt, be decided by a roll-call vote by the members of the jury.*

**3.1.1. In the scientific departmental area of *Maternal and Obstetric Nursing***

10 points/ FTE

Teaching experience according to the percentage of FTE in HEIs in the area of *Maternal and Obstetric Nursing* (maximum 30 points)

**3.1.2. In other nursing and related areas**

5 points/ FTE

Teaching experience according to the percentage of FTE in HEIs in other Nursing and related areas (maximum 20 points)

**3.2 Production of teaching material and experience in the implementation of innovative techniques and methods to support teaching (maximum 10 points)**

*Note - The decision on the acceptance of the teaching material or pedagogical innovation, in case of doubt, will be made by the majority in a roll-call vote by the jury members.*

**3.2.1. Production or co-production of documents and other didactic materials** such as support texts, manuals, films and other documents used in teaching activities

5 points/  
material

*Note - Only didactic materials produced or co-produced in relation to the curricular units taught and duly validated by the person responsible for the curricular unit will be considered.*

*The candidate is responsible for:*

- Attaching a copy of the produced material and the respective technical sheet proving its authorship or co-authorship; when this is not materially possible, a detailed description of the document or material should be made stating its scope, nature, objectives, content, and unequivocally explaining its didactic character;*
- Providing proof of the Curricular Units taught, to which the materials produced are related.*

*Basic informative elements such as sheets, guides, presentations/screens to support lessons and assessment instruments from the CU, as well as re-editions of the same material or document will not be considered.*

**3.2.2. Experience in the implementation of innovative techniques and methods to support teaching**

5 points/ exp.

*Note - Only experiences in the implementation of innovative techniques and methods to support teaching related to the curricular units taught and duly validated by the person responsible for the curricular unit will be considered.*

*The candidate must provide a detailed description of the technique or method used.*

**3.3 Other pedagogical activity within the scope of education (maximum 45 points)**

*Note - The candidate must provide proof from the Institution.*

**3.3.1. Activity as trainer in courses or workshops in the area of *maternal and obstetric health* (maximum 35 points)**

- Trainer in courses or workshops lasting  $\geq 35$  hours 5 points/  
training
- Trainer in courses or workshops lasting  $\geq 28$  hours and  $< 35$  hours 4 points/  
training
- Trainer in courses or workshops lasting  $\geq 14$  hours and  $< 28$  hours 3 points/  
training
- Trainer in courses or workshops lasting  $< 14$  hours 2 points/  
training

**3.3.2. Organisation and management of the training activity in a healthcare institution or service (maximum 35 points)**

7  
points/year/acti  
vity up to 35

**P.4 – Other relevant activities (OAR) to ESEL's mission, assessed on the basis of the evaluation of the singular activities developed by the candidate (weighting of 0.20):-----**

Weighting 0.2	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
P4) Other relevant activities to ESEL's mission (OAR)		4.1 Provision of services and consultancy	Technical reports on projects relevant to Maternal and Obstetric nursing, promoted by public entities or associations	10	10
		4.2 Collaboration with HEIs	Committees and working groups in HEIs	10	10
	4.3 Professional, cultural, social and other activities considered relevant by the candidate and not included in the previous parameters	Experience of professional clinical practice in the area of Maternal and Obstetric Nursing	50	80	
		Clinical supervisor to nursing students	50		
		Positions and functions in an institution not classified as higher education	10		
		Institutional committees and working groups not classified as higher education	10		
Citizen outreach activities in the area of Maternal and Obstetric health	10				

			Participation in decision-making bodies of scientific societies and professional organisations	10	
			Participation in decision-making bodies of cultural or civic associations and charities	6	
					<b>100</b>

**P.4 – Other relevant activities (OAR) to ESEL's mission, assessed on the basis of the evaluation of the singular activities developed by the candidate (weighting of 0.2):**

**4.1 Provision of services and consultancy (maximum 10 points)**

*Note - The candidate's participation must be duly proven by the public entity or association.*

Technical reports on projects relevant to Maternal and Obstetric nursing, promoted by public entities or associations 5 points/  
report

**4.2 Collaboration with HEIs (maximum 10 points)**

*Note - The candidate's participation must be duly proven by the HEI.*

Committees and working groups in HEIs 5 points/  
committee

**4.3 Professional, cultural, social and other activities considered relevant by the candidate and not included in the previous parameters (maximum 80 points)**

*Note - The candidate must provide supporting documents from the institutions, taking into account the period of time considered in each subcriterion, when mentioned.*

**4.3.1. Experience of professional clinical practice in the area of Maternal and Obstetric Nursing (maximum 50 points)** 10 points/year

*Note - In the period between 1 January 2012 and the application submission date*

**4.3.2. Clinical supervisor to nursing students (maximum 50 points)**

*Note - Only supervision as a nurse in a clinical context and in the period between 1 January 2012 and the application submission date is considered*

- Clinical orientation for students, in the area of Maternal and Obstetric Nursing 5 points/ stud.

- Clinical orientation for students in other areas of Nursing 4 points/ stud.

**4.3.3. Positions and functions in an institution not classified as higher education (maximum 10 points)** 4  
points/position

**4.3.4. Institutional committees and working groups not classified as higher education (maximum 10 points)** 3 points/com.  
or group

**4.3.5. Dissemination activities in the area of Maternal and Obstetric health targeted at citizens (maximum 10 points)** 2 points/activ.

**4.3.6. Participation in decision-making bodies of scientific societies and professional organisations** (maximum 10 points) 3 points/part.

**4.3.7. Participation in decision-making bodies of cultural or civic associations and charities** (maximum 6 points) 3 points/part.

**9. Score Attribution:** The score for each parameter results from the sum of the scores obtained in the respective criteria, which, in turn, result from the scores achieved in the subcriteria that they integrate. In any of the cases, the score attributed may not exceed the maximum values established for the respective parameter, criterion or subcriterion.

**10. Final score:**

The calculation of the final score of the application will result from the following formula (where FS means Final Score):

Final Score =  $(0.2 Q + 0.30 DTCP + 0.30 CP + 0.20 OAR)$ .

**10.1. The final classification (FC)** will be expressed on a scale of 0 to 20 points, fractioned to the hundredths, and results from the conversion of the final score (FS) to this scale.

**11. Publication of the evaluation system:** The minutes of the jury containing detailed information of the operationalisation of the evaluation system of the parameters, criteria and sub-criteria, as well as the classification grid, will be published in ESEL's style sites and on ESEL's website, simultaneously with the publication of the present notice.

**12. Jury:** The Jury is composed of five effective elements and one substitute, with the following composition:

**President:**

- Maria Anabela Ferreira dos Santos, Coordinating Professor at the Nursing School of Lisbon;

**Voting members:**

Maria Helena Bértolo Pereira Gomes Ferreira, Coordinating Professor at the Nursing School of Lisbon;

Isabel Margarida Marques Monteiro Dias Mendes, Coordinating Professor at the Nursing School of Coimbra.

Ana Maria Aguiar Frias, Coordinating Professor at S. João de Deus School of Nursing of the University of Évora.

Ana Maria Baptista Oliveira Dias Malva Vaz, Coordinating Professor at Superior School of Health Dr. Lopes Dias of the Polytechnic Institute of Castelo Branco;

**Substitute member:**

Maria Manuela Néné Cordeiro, Coordinating Professor at the Portuguese Red Cross Health School.

**13. Admission of applications:** after the deadline for the submission of applications, the Jury will proceed to verify the elements presented by the candidates, namely, if the necessary qualification requirements have been met and if all the documents required for the application have been presented.

**14. Exclusion of the application:**

**14.1 Reasons for the exclusion of applications:**

- a) Failure to present the documents required under the terms of this notice, or presenting them after the deadline, implies the exclusion of the application;
- b) The presentation of a false declaration and/or document implies immediate exclusion from the tender and the reporting to the competent entity for the purposes of criminal proceedings;
- c) The submitted curriculum is not instructed in accordance with the criteria and subcriteria outlined in the notice.

**15. Hearing of interested parties:** the candidates whose application is excluded shall be notified of this intention in advance, by email, for the purposes of holding a hearing of the interested parties, under the terms of the Administrative Procedure Code.

**16. Individual report:** Once the applications admission phase is concluded, the jury, based on the previously published evaluation system, will elaborate and approve a reasoned report on the evaluation of the curriculum of each candidate, which will include the respective final classification.

**17. Absolute merit:** All candidates who obtain a final classification, without rounding, of 12 points or more, will be considered to have passed with absolute merit.

**18. Ranking and tie-breaking of the candidates:**

- a) The candidates admitted with absolute merit are ranked in descending order of the final classification obtained as a result of the application of the final evaluation system.
- b) In the event of a tie, the centesimal classifications will be used to rank the candidates and, if the equality persists, the following criteria will be applied in turn:
  - 1) Having obtained a higher score in the sum of the DTCP and CP parameters;
  - 2) Having obtained a higher score in the DTCP parameter;
  - 3) Having obtained a higher score in the CP parameter;
  - 4) Having obtained a higher score in the OAR parameter.
- c) The candidates without absolute merit will be ranked in alphabetical order with an indication of the points obtained.

**19. Ranked list - Hearing of interested parties:** after approving the draft ranking list, with the seriation of the candidates approved with absolute merit and the list of the candidates not approved with absolute merit, the jury will communicate it to them for the purposes of the hearing of interested parties. The draft list will become the final list if there are no complaints.

**20. Final ranking list:** after the hearing of interested parties, the final ranking list once approved will be published in the 2nd Series of Diário da República, posted in ESEL's style sites and made available on ESEL's website.

**21. Consultation of the process :** the tender process can be consulted by the candidates who request it, by appointment via the email [recursoshumanos@esel.pt](mailto:recursoshumanos@esel.pt), in the Human Resources Division of ESEL, located in Av. Prof. Egas Moniz, 1600-190 Lisbon, during the normal working hours, from 10 am to 12 am and from 2 pm to 4 pm.

22. All notifications made to the candidates within the scope of the present tender will be made by e-mail to the e-mail address indicated by the candidate, with receipt of delivery of the notification.

23. This tender will also be published on BEP (Public Employment Pool), on the website for the Fundação para a Ciência e a Tecnologia I.P., in Portuguese and English, and on ESEL's website, under the terms of article 29-B of ECPDESP.

24. The provisional ranking lists, as well as the definitive list of admissible applications and the provisional list of approval with absolute merit are published in ESEL's style sites and website.

25. In compliance with paragraph h) of article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunity between men and women in access to employment and professional progress, scrupulously taking steps to avoid all forms of discrimination.

Lisbon, 19 July 2023

The President of ESEL

Patrícia Silva Pereira)