

## EDITAL

### EDT – P –23/2021

Job opening - documentary competition for the teaching-staff career of the Polytechnic Higher Education in the category of Coordinating Professor for the Neurophysiology technical-scientific department

1. In accordance with the articles 10.º, 10.º-A, 15.º, 15.º-A and 29.º-B of the Career Statute for Polytechnic Teaching Staff (ECPDESP), approved by Decree-Law n.º 185/81, of July 1<sup>st</sup>, as amended by Decree-Law n.º 207/2009, of August 31<sup>st</sup>, as amended by Law n.º 7/2010, of May 13<sup>th</sup>, in conjunction with the Regulation for the Recruitment of Teaching Staff of Porto Polytechnic Institute, annexed to Order n.º 4807/2011, published in *Diário da República*, 2<sup>nd</sup> series, n.º 54, of March 17<sup>th</sup>, and other legal provisions in force, is hereby made public that by order of the President of the School of Health of the Polytechnic Institute of Porto (ESS|P.PORTO), in the 17<sup>th</sup> of march of 2021, in the use of own competence, in accordance with the point d) of n.º 1 of 15<sup>th</sup> article of the Statutes of the School of Health, approved by Order n.º 2832/2018, published in *Diário da República*, 2<sup>nd</sup> series, n.º 55, of March 19<sup>th</sup>, the opening of a documentary job competition is carried out, for a period of 30 working days, counting from the business day immediately after the publication of this notice in *Diário da República*, for the occupation of a planned and unoccupied job, in the form of an employment contract in public functions for an indefinite period, in the career of teaching staff of polytechnic higher education, in the category of Coordinating Professor, for the technical and scientific area of Neurophysiology, in the map of staff of the School of Health of the Porto Polytechnic Institute (ESS|P.PORTO).
2. Workplace – ESS | P. Porto, Rua Dr. António Bernardino de Almeida, 400, 4200-072, Porto.
3. Number of jobs to occupy – 1 (one).
4. Type of legal relationship of employment to be constituted – Public employment contract for an indefinite period, pursuant to article 10<sup>th</sup> of Decree-Law n.º 185/81, of July 1<sup>st</sup>, amended by Decree-Law n.º 207/2009, of August 31<sup>st</sup> and by Law n.º 7/2010, of May 13<sup>th</sup>, which approved the Career Statute for Polytechnic Teaching Staff (ECPDESP).
5. Category functional content – as described in n.º 5 of the 3<sup>rd</sup> article of ECPDESP.
6. Scope of Recruitment – Cumulative requirements for admission to the job competition:
  - a) The fulfillment of the requirements set forth in paragraphs b) to e) of n.º 1 of the article 17<sup>th</sup> of the General Labor Law in Public Functions (LTFP), approved by Law n.º 35/2014, of June 20<sup>th</sup>, with due updates;

- b) Candidates must hold a PhD degree or a Specialist Title, in the terms of Decree-Law n.º 206/2009, of August 31<sup>st</sup>, in the specific field or related area for which the job competition is open, for at least 5 years, according to 19<sup>th</sup> article of ECPDESP. For this job competition, the related fields considered are those in which the PhD thesis of the candidate represents an important contribution in the area for which the job competition is open;
  - c) The opponents of the job competition holding a foreign qualification must prove its recognition, equivalence or registration of the PhD degree, in accordance with the applicable legislation;
  - d) The fulfillment of the requirements contained in the Statute of the Career of Teaching Staff in Higher Polytechnic Education, in its current wording, and those contained in the Regulation of Tenders for the Recruitment of Staff in the Teaching Career of P. PORTO, approved by Order n.º 4807/2011, published in the *Diário da República*, 2<sup>nd</sup> series, n.º 54, of March 17<sup>th</sup>, 2011.
7. Validity period of the job competition:
- 7.1 The job competition is only valid for the mentioned job, expiring with its occupation or by inexistence or insufficiency of candidates.
- 7.2 The job competition may also be terminated by a duly substantiated act of the President of the Porto Polytechnic Institute, respecting the general principles of administrative activity, as well as the limits, regulations and insolvency proceedings.
8. Formalization of the application:
- 8.1 Applications are electronically submitted through the web address:  
<https://www.ess.ipp.pt/candidaturas>
- 8.2 Along with the application, the following must be submitted:
- a) Electronic form of application to the documentary job competition;
  - b) One detailed copy of the applicant's *Curriculum Vitae*, organized according to the selection and ranking criteria, described in n.º 9 of this notice;
  - c) One copy of all documentation stated in the *Curriculum Vitae*, including each work mentioned therein, organized according to the selection and selection and ranking criteria described in n.º 9 of this notice;
  - d) Documents that certify that the applicant fills the requirements mentioned in point b) of number 6 of this notice.
  - e) Copy of identity card / citizen card.
- 8.3 Without prejudice to the provisions of point vii) of paragraph j) of article 13 of the Regulation for Competitions for Hiring Teaching Career Staff at the Polytechnic Institute of Porto (RCCPCD), the non-presentation by the candidate of probative documents related to the curriculum vitae, as well as the non-organization of the curriculum vitae in accordance with the provisions of paragraph b) of n.º 8.2, determine the non-appreciation of these curricular elements.

8.4 Applicants that currently collaborate with ESS|P.PORTO are dismissed of submitting documents that already exist in their individual files, (it is considered that it is the applicant's responsibility to confirm that documents appear in his individual case), and this should be duly mentioned in the application form.

8.5. The submitted documents must be in Portuguese or English or, exceptionally, in another foreign language, and the Jury may, by deliberation, require their translation.

8.6 Applications sent by email and/or have been registered on the electronic application platform after the application deadline are not accepted.

8.7 Without prejudice to the obligation to submit the elements stipulated in the previous numbers, the Jury might request the applicants, exceptionally, to submit supplementary documentation related to the submitted *Curriculum Vitae*, determining the deadline for this purpose.

8.8 The exception referred in point 8.7 does not replace the provisions of points 8.1, 8.2 and 8.3, having as a sole purpose, to point out, to clarify any doubt aroused by the Jury.

#### 9. Selection criteria and applicants ranking:

The selection and seriation criteria, and their weighting, are based on the general functions of teachers, as provided in article 2<sup>nd</sup>-A of the ECPDESP.

9.1 The approval of candidates on absolute merit will depend on whether they hold a doctoral degree or a specialist title, under the terms of Decree-Law n.º 206/2009, of August 31<sup>st</sup>, in the area or area similar to that for which is open this job competition, obtained more than five years ago, in accordance with the provisions of article 19<sup>th</sup> of the ECPDESP, and for the purposes of this job competition, similar areas are those in which the candidate's doctoral thesis represents a relevant contribution in the area for that the job competition is open; and have a curriculum whose merit the jury considers to have a scientific and pedagogical level, research capacity and developed activity compatible with the disciplinary area and category for which the job competition is open.

9.2 Candidates who are approved by an absolute majority of the voting jury members are considered approved on absolute merit, in which the vote must be favorable whenever the jury member has assigned a score equal to or greater than 50, based on the details of the criteria selection and ranking.

9.3 Candidates approved on absolute merit will be ranked based on the scores obtained according to the details of the selection and ranking criteria.

9.4 The dimensions of the selection and ranking criteria are as follows:

- a) Pedagogical dimension - 40%
- b) Technical-Scientific and Professional Dimension - 30%
- c) Organizational Dimension - 30%

9.5 Pedagogical Dimension Parameters (40%):

9.5.1 Experience and dedication to teaching in Neurophysiology (60%):

Professional experience as a teacher of Bachelor, Licentiate and Master courses, whose core area is Neurophysiology, considering as reference the full time; Regency or co-regency of Curricular Units framed in Licentiate Study Cycles in Neurophysiology, in Higher Education; Teaching of Curricular Units framed in Licentiated Study Cycles in Neurophysiology, in Higher Education; Regency or co-regency of Curricular Units framed in Licentiated Study Cycles in Clinical Physiology, in Higher Education; Teaching of Curricular Units framed in Licentiate Study Cycles in Clinical Physiology, in Higher Education.

9.5.2 Pedagogical and technical capacitation for teaching activity in higher education in Neurophysiology and participation in other relevant pedagogical activities (40%):

Author or co-author of texts to support learning with ISBN or of pedagogical works in the area in magazine article format that integrates one of the indexes of the Web of Science Core Collection - Clarivate Analytics and that has an Impact Factor; Didactic-pedagogical text or digital materials covering all or part of the contents of a curricular unit / course; Training course in pedagogy, education, or health care area that is relevant to the teaching-learning process in the area for which the competition is opened, with a minimum duration of 40 hours; Participation in continuing education through courses and other educational and / or technical-professional training and / or refresher courses, not conferring degrees; Mobility programs under Erasmus (teacher / person in charge) in the Neurophysiology area; Other pedagogical activities relevant to the Higher Education Institution (e.g., new courses, introduction of new teaching-learning methodology, reformulation of study plans, preparation of study cycle self-assessment reports, preparation of transition plans).

9.6 Technical-Scientific and Professional Activity (30%)

9.6.1 Academic and/or professional qualification (35%):

Licentiate Degree in Neurophysiology; Master degree with dissertation theme with relevance to the Neurophysiology; PhD Degree with dissertation theme in a relevant area for which the job competition is opened; Specialist title in Neurophysiology (Decree-Law n<sup>o</sup>. 206/2009, of August 31<sup>st</sup>); Professional Certificate of Neurophysiology Technician, issued by the Ministry of Health (ACSS); Other degrees and / or master's degrees, or aggregation, or equivalent.

9.6.2 Scientific production and promotion, intervention and recognition in technical-scientific activities (30%):

Author or co-author of full articles in magazines or conference proceedings; Reviewer / editor of scientific articles in journals that integrate one of the Web of Science Core Collection indexes - Clarivate Analytics and that has an Impact Factor; Member of the editorial / scientific board of a magazine that integrates one of the Web of Science Core Collection indexes - Clarivate Analytics and that has an Impact Factor; Author or co-author of abstracts in conference proceedings or abstracts published in indexed or peer reviewed journals; Participation in funded research projects resulting from

calls for tenders and / or obtaining research grants; FCT-accredited I&D center member; Trainer in a short scientific or technical course, not part of a degree awarding study cycle; Member of scientific commissions of national or international technical-scientific events; Author or co-author of oral or poster communication, at a national or international congress, academic or professional; Author or co-author of works that have received a Scientific Award; Moderation of sessions at national or international technical-scientific events.

#### 9.6.3 Scientific orientation and participation in juries of academic and professional examinations (35%)

Orientation or co-orientation of completed PhD theses; Orientation or co-orientation of completed Master's Dissertations/Project/Internship Report; Orientation or co-orientation of completed Project/Final Internship Report from Bachelor and/or Licentiate Degree; Participation in PhD' Jury (excluding orientation or co-orientation); Participation in Specialist Title' Jury; Participation in Master' Jury (excluding orientation or co-orientation); Participation in jury of degree projects (candidate or president); Participation in Specialist Title' Jury.

#### 9.7 Organizational Activity (30%)

##### 9.7.1 Top management in statutory organic structures in higher education (30%):

President/Director, Vice-President/Subdirector of Higher Education Institution, including Faculty, Organic Unit and/or School; President or Vice-President of the technical-scientific council or pedagogical board in higher education; Member of statutory organic structures in higher education (General Council, Technical-Scientific Council, Pedagogical Council).

##### 9.7.2 Intermediate management in statutory organic structures in higher education (35%):

President / vice-president, coordinator / vice-coordinator or director / vice-director of department, technical-scientific area, research center and / or other statutory organic structure in higher education; Coordinator / vice-coordinator of study cycle in higher education; Participation in internal or external institutional commissions (e.g., course evaluation and monitoring committee, course council, drafting of regulations and statutes, ethics committee, etc.) in Higher Education Institutions, derived from statutory bodies.

##### 9.7.3 Participation as jury' member, institutional committees and organization of scientific events and other relevant activities (35%):

Member of the recruitment jury of faculty staff within the scope of the statutes of higher education faculty careers; Member of non-teaching staff recruitment or scientific research fellows; Chairman/coordinator of organizing committee of congresses, seminars, brief courses or other technical and scientific and pedagogical events; Other relevant organizational activities to the higher education Institution.

9.8 Jury may promote public auditions, in equality of circumstances for all candidates, in accordance with the provisions of point b) of n.º4 of article 23.º of ECPDESP.

9.9 The detail of the selection and seriation criteria can be found in:

[www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes](http://www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes) and is an integral part of this notice.

10. The final classification attributed individually by each member of the Jury, will be obtained through the following formula:  $NFEJ = 0.40 * AP + 0.30 * ATCP + 0.30 * AO$ , where NFEJ corresponds to the final grade of the element of the Jury; AP = Sum of the scores attributed to the candidate in the component referring to Pedagogical Activity, ATCP = sum of the scores attributed to the candidate in the component referring to Technical and Scientific and Professional Activity; AO = sum of the scores attributed to the candidate in the component relating to Organizational Activity.

11. In accordance with the provisions of point n.º3 of article 20 of the Regulations for Tendering for the Staff of the Teaching Career of the Porto Polytechnic Institute, teachers in management positions in the respective organizational units / institute and exempt teaching functions by virtue of the application of legal or statutory regulations or by determination of Organs competent bodies, they should not be harmed in the application of the grid in the dimension referred in point 9.5 of this notice.

12. Stakeholder participation and decision:

12.1 The final ordering project is notified to the candidates, for the purpose of holding the hearing of interested parties, under the terms of articles 121<sup>st</sup> and following of the Portuguese Administrative Procedure Code, applying, with suitable adaptations, the article 25<sup>th</sup> of the Regulation.

12.2 After the hearing of interested parties, the Jury appreciates the allegations offered and approves the final ranking list of candidates.

12.3 Prior hearing - In the event of exclusion of any of the candidates for not complying with the legal requirements and at the end of the evaluation carried out, the prior hearing will be carried out under the terms of articles 121<sup>st</sup> and 122<sup>nd</sup> of the Portuguese Administrative Procedure Code.

12.4 Consultation of the process - The documents related to the job competition can be consulted at <https://www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes>, as well as in the secretariat of the Presidency of ESS | P. PORTO, during normal business hours.

13. Jury acts are provided to applicants whenever requested.

14. False statements will be punished under the law.

15. Composition of the Jury:

15.1 President:

Prof. Maria Cristina Prudêncio Pereira Soares, Principal Coordinating Professor, President of the School of Health of the Porto Polytechnic, that will be replaced in her absence or impediment by Prof. Nuno Albertino Barbosa Ferreira da Rocha, Vice-President of the School of Health of the Porto Polytechnic.

15.2 Effective Members:

Prof. Pedro Manuel Ribeiro Costa Monteiro, Coordinating Professor, of the School of Health of the Porto Polytechnic.

Prof. Jorge Pereira Machado, Associate Professor of Universidade do Porto – Instituto de Ciências Biomédicas de Abel Salazar;

Prof. Maria da Assunção Morais e Cunha Vaz Patto, Associate Professor of Universidade da Beira Interior;

Prof. Carlos Alberto da Cruz Sequeira, Coordinating Professor of Escola Superior de Enfermagem do Porto;

Prof. Maria Isabel Lajoso Amorim, Coordinating Professor of Instituto Politécnico de Viana do Castelo;

15.3 Substitute Member:

Maria Carminda Morais Soares, Coordinating Professor of Instituto Politécnico de Viana do Castelo.

16. In compliance with point h) of article 9 of the Portuguese Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional progression, providing scrupulously in the sense of avoid any form of discrimination.

17. All notifications to which it takes place under this concursal procedure shall be made electronically (platform and/or e-mail), considering the fifth working day following its dispatch or on the first working day following that day when that day is not useful, in accordance with No 6 of article 113 of the CPA.

18. The present notice will be published as follows:

- a) In the 2nd series of *Diário da República*;
- b) In the Public Employment Grant, at [www.bep.gov.pt](http://www.bep.gov.pt), on the first working day following the publication in *Diário da República*;
- c) On the website of the Fundação para a Ciência e a Tecnologia, I. P., in Portuguese and English;
- d) On the website of ESS|P.PORTO, in

<https://www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes>

March 19, 2021.

The President of ESS | P.PORTO

Prof.ª Doutora Cristina Prudêncio  
(Principal Coordinating Professor)