

PUBLIC NOTICE

EDT – P – 92/2023

Call for applications for the post of Adjunct Professor in the teaching career staff at the Polytechnic Higher Education in the technical-scientific field of Osteopathy

1. Pursuant to the provisions of articles 5.º, 10.º-B, 15.º, 15.º-A, 17.º and 29.º-B of the Statute of the Career of Teaching Personnel in Polytechnic Higher Education (ECPDESP), approved by Decree-Law No. 185/81, of July 1st, amended by Decree-Law No. 207/2009, of August 31st and Law No. 7/2010, of May 13th, in conjunction with the Regulation of Tenders for Hiring Teaching Staff at the Polytechnic Institute of Porto, approved by Dispatch No. 4807/2011, published in the *Diário da República*, 2nd series, No. 54, of March 17, and other legal provisions in force, becomes public that, by my order of June 28th, 2023, in the use of delegated competence through Dispatch No. 7090/2022, of April 4th, published in the *“Diário da República”*, 2nd series, No. 107, of June 2th, 2022, a documentary job competition is opened for a period of 30 working days, starting from the date of the publication of this notice at *Diário da República*, to occupy a planned and unoccupied job position on the staff map of the School of Health of Polytechnic Institute of Porto (ESS|P.PORTO), within the teaching career staff of the Polytechnic Higher Education, in the category of Professor Adjunto, in the technical-scientific field of Osteopathy, in the form of an employment contract in public functions for an indefinite period.
2. Workplace – ESS|P.PORTO, located at Rua Dr. António Bernardino de Almeida, 400, 4200-072, Porto.
3. Number of jobs to be occupied – 1 (one).
4. Modality of the legal employment relationship to be constituted – Employment Contract in Public Functions for an Indeterminate Period, pursuant to article 10.º-B of Decree-Law No. 185/81, of July 1st, amended by Decree-Law No. 207/2009, of August 31st and by Law nº 7/2010, of May 13th, which approved the Statute of the Career of Polytechnic Higher Education Teaching Personnel (ECPDESP).
5. Functional characterization of the category – The assistant professor is responsible for carrying out the tasks set out in paragraph 4 of article 3 of the ECPDESP.
6. Scope of recruitment – The cumulative requirements for admission to the competition are:
 - a) Be in possession of the requirements set out in paragraphs b) to e) of paragraph 1 of article 17 of the General Labor Law in Public Functions (LTFP), approved by Law nº 35/2014, of 20 June, with the due updates;
 - b) Hold a doctor's degree or a specialist title, under the terms of Decree-Law No. 206/2009, of August 31, in the area or area related to that for which this competition is open, as established by the article 17 of the ECPDESP. For the purposes of this competition, related areas are those in

which the candidate's doctoral thesis represents a relevant contribution in the area for which the competition is open;

- c) Opponents of the competition who hold a qualification obtained abroad must prove recognition, equivalence or registration of the doctor's degree, under the terms of the applicable legislation.
- d) Fulfillment of the requirements contained in the Statute of the Career of Teaching Personnel of Polytechnic Higher Education, in its current wording, and those contained in the Regulation of Tenders for Hiring Personnel in the Teaching Career of *P.PORTO*, approved by Order No. 4807/2011, published in *Diário da República*, 2nd series, nº 54, of March 17, 2011.

7. Period of validity of the tender:

7.1 The tender is valid for the job, expiring with its occupation or the absence or insufficiency of candidates.

7.2 The tender may also be terminated by a duly substantiated act by the President of *ESS/P.PORTO*, respecting the general principles of administrative activity, as well as the legal, regulatory, and tender limits.

8. Formalization of the application:

8.1 Applications are submitted electronically via the website:

<https://www.ess.ipp.pt/applications>

8.2 The following must be submitted with the application:

- a) Electronic application form for the tender procedure;
- b) A copy of the curriculum vitae, organized according to the selection and ranking criteria described in paragraph 9 of this Public Notice;
- c) Evidence and/or copies of each element mentioned in the curriculum vitae, organized according to the selection and ranking criteria described in no. 9 of this Public Notice;
- d) Documents proving that the candidate meets the requirements referred to in paragraph b) of paragraph 6 of this Public 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 of Tenders for Hiring Personnel in the Teaching Career of the Polytechnic Institute of Porto (RCCPCD), failure by the candidate to present supporting documents related to the respective curriculum, as well as the non-organization of the curriculum vitae in accordance with the provisions of paragraph b) of paragraph 8.2, determine the non-appreciation and appreciation of these curriculum elements.

8.4 Candidates who work at *ESS/P.PORTO* are exempt from presenting documents that already exist in their individual files (it is considered the responsibility of the candidate to confirm which documents are in their individual file), and this fact must be expressly declared on the form application.

8.5 The documents submitted 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 that have been registered on the electronic application platform after the application deadline are not accepted.

8.7 Without prejudice to the obligation to send the elements stipulated in the previous numbers, the Jury may request candidates, exceptionally, to deliver additional documentation related to the curriculum presented.

8.8 The exception referred to in point 8.7 does not replace the provisions of points 8.1, 8.2 and 8.3, with the sole purpose of clarifying any doubts raised by the Jury.

9. Selection and ranking criteria:

The selection and ranking criteria and respective weighting are based on the general functions of teachers, provided for in article 2-A of the ECPDESP.

9.1 Approval of candidates on absolute merit will depend on their having a curriculum whose merit the jury deems to cover scientific and pedagogical level, research capacity and developed activity compatible with the disciplinary area and category for which the competition is open, and it is considered approved in absolute merit the candidate who is approved by an absolute majority of the voting jury members, in which the vote must be favorable whenever the jury member has attributed a score equal to or greater than 50, based on the detail of the selection and ranking criteria.

9.2 Candidates approved on absolute merit will be ordered based on the scores obtained in accordance with the detailed selection and ranking criteria.

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

- a) Pedagogical Capacity Dimension – 50%
- b) Technical-Scientific and Professional Performance Dimension – 30%
- c) Dimension Other Activities Relevant to the Mission of the Institution/Organizational Activity –20%

9.4 Parameters of the Pedagogical Capacity Dimension (50%):

9.4.1 Experience dedicated to teaching in the area for which the competition is open (40%):

Relevant experience for the area for which the competition was opened as a full-time teacher in higher education or equivalent (sum of hiring percentage equivalent to a full-time annual contract); Regency or co-regency of Curricular Units framed in Study Cycles of Degree in Osteopathy, in Higher Education, Teaching of Curricular Units framed in Cycles of Studies of Degree in Osteopathy, in Higher Education.

9.4.2 Elaboration of didactic material (30%):

Author or co-author of texts to support learning with ISBN or works of a pedagogical nature in the area for which the competition is open in article format in magazines with indexation. Not combinable with "Scientific Production"; Text of a didactic-pedagogical nature or digital materials including instructional videos that cover all or part of the contents of a curricular unit/course, for which the competition is open. Documents from the previous item may be counted if, due to their quantity, they exceed the maximum score in the item.

9.4.3 Pedagogical and technical training for teaching activity in higher education in the area for which the competition is open and participation in other relevant educational activities (30%):

Training course in pedagogy, education or health area that is relevant to the teaching-learning process in the area for which the tender is open, lasting 15 hours or more; Participation in continuous training through courses and other training actions and/or pedagogical or technical-professional updating, which do not confer a degree. Not combinable with the previous item; Participation in mobility programs (Ex Erasmus); Other pedagogical activities relevant to the Higher Education Institution (e.g., new courses, introduction of new teaching-learning methodologies, reformulation of study plans, elaboration of self-evaluation reports of study cycles, elaboration of transition plans or other relevant activities). Not combinable with the items of "Organizational Activity"; Training course in Osteopathy with a minimum duration of 1000h. Not combinable with "Academic qualification" or the following item.

9.5 Technical-Scientific and Professional Performance Dimension Parameters (30%):

9.5.1 Academic qualification (35%):

Doctor's degree with a dissertation theme relevant to the area for which the competition is open; Title of Specialist in Osteopathy (Decree-Law No. 206/2009, of 31.08); Definitive Professional Certificate issued by the ACSS in Non-Conventional Therapies - Osteopathy

9.5.2 Scientific production (30%):

Author or co-author of scientific articles in indexed journals. Not combinable with "Elaboration of Didactic Material". In an area different from the one for which the contest was opened, score half. In the area for which the contest is opened, assign the indicated score; Author or co-author of scientific articles in other peer-reviewed journals. Items from the previous paragraph may be counted if, due to their quantity, they exceed the maximum score for the item. Not combinable with "Elaboration of Didactic Material". In an area different from the one for which the contest was opened, score half. In the area for which the contest is opened, assign the indicated score; Author or co-author of books, full chapters in technical-scientific books or full chapters in conference proceedings. If author/co-author of a technical-scientific book, double the score should be applied (put the double amount in J29). Not cumulative with "Elaboration of Didactic Material"; Author or co-author of abstracts in conference proceedings or abstracts published in indexed or peer-reviewed journals (not cumulative with the respective communication accounted for in J44, unless due to its quantity exceed the maximum score on that item).

9.5.3 Relevant professional experience (10%):

Relevant professional experience in the professional area for which the competition was opened, full-time (with definitive professional certificate). Not combinable with teaching experience. 1 to 3 years of professional activity in Osteopathy; 3 to 6 years of professional activity in Osteopathy; 6 or more years of professional activity in Osteopathy.

9.5.4 Promotion, intervention, and recognition in technical–scientific activities (15%):

Participation in funded research projects resulting from competition and/or obtaining research grants. If it is in the field of osteopathy, double the score; Member of an R&D center formally recognized by an educational institution. In an area different from the one for which the contest was opened, score half. In the area for which the contest is opened, assign the indicated score; Reviewer/editor of scientific articles in indexed journals. If it is in the field of osteopathy, double the score; Member of the editorial/scientific board of indexed journals. If it is in osteopathy, apply twice the score; Trainer in a short scientific or technical course, not integrated in a degree–conferring study cycle. If it is in the field of osteopathy, double the score; Member of scientific committees of technical–scientific events or panels of national or international experts. If it is in the field of osteopathy, double the score; Author or co–author of an oral or poster presentation at a national or international, academic or professional conference. Apply double the score if it is in osteopathy; Moderation of sessions at national or international technical–scientific events; Author or co–author of works that have received a Prize or recognition of scientific merit. If it is for works in osteopathy, apply double the score.

9.5.5 Scientific guidance and participation in juries of academic exams (10%)

Supervision or co–supervision of completed doctoral theses. Not cumulative with "jury member"; Supervision or co–supervision of Dissertation/Project/Final Report of completed Master's Internship. Not cumulative with "jury member". If it is in the area for which the contest is open, apply the indicated score. If it is in the related area, apply half the score; Participation in the jury of academic doctoral exams. Not cumulative with guidance or co–guidance; Participation in the jury of academic Master's exams. Not cumulative with guidance or co–guidance. If it is in the area for which the contest is open, apply the indicated score. If it is in the related area, apply half the score; Supervision or co–supervision of the Dissertation/Graduate Thesis completed. If it is in the area for which the contest is open, apply the indicated score. If it is in the related area apply half the score

Participation in jury of specialist title tests. If it is in the area for which the contest is open, apply the indicated score. If it is in the related area apply half the score.

9.6 Parameters of the Dimension Other Activities Relevant to the Mission of the Institution/Organizational Activity (20%)**9.6.1 Top management in statutory organic structures in higher education (40%):**

Rector or Vice–Rector/President or Vice–President/Director or Deputy Director of a Higher Education Institution, including Faculty, Organic Unit and/or School; President or Vice–President of the scientific council or of the pedagogical council in higher education.

9.6.2 Intermediate management in statutory organic structures in higher education (considering the time and diversity of positions) (30%)

President/vice-president, coordinator/vice-coordinator or director/deputy director of department, technical-scientific area, member of the research center board and/or other statutory organic structure in higher education; Coordinator/vice-coordinator or equivalent of the degree-conferring cycle of studies, in higher education in the scientific area for which the competition is open; Member of statutory organic structures in higher education; Participation in internal or external institutional committees (e.g., course evaluation and monitoring committee, course council, preparation of regulations and statutes, ethics committee, student admission competitions, etc.) in Higher Education Institutions, derived from statutory bodies .

9.6.3 Member of competition juries, organization of events and other relevant activities (30%):

Member of the teaching staff recruitment jury in the area or related areas for which the competition is open; Member of selection boards for the recruitment of non-teaching staff or scientific research fellows; Member of the organizing committee of congresses, seminars, short courses, or other technical-scientific and pedagogical events; Other organizational activities relevant to the Higher Education Institution.

9.7 The Jury may hold public hearings, on equal terms for all candidates, in accordance with the provisions of subparagraph b) of paragraph 4 of article 23 of the ECPDESP.

9.8 Details of the selection and ranking criteria can be consulted at: www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes and forms an integral part of this Notice.

10. The final classification assigned individually by each member of the Jury will be obtained through the following formula: $NFEJ = 0.50 \cdot CP + 0.30 \cdot DTCP + 0.20 \cdot AO$, where NFEJ corresponds to the final grade of the member of the Jury; CP = Sum of the scores attributed to the candidate in the Pedagogical Capacity Dimension, DTCP = sum of the scores attributed to the candidate in the Technical-Scientific and Professional Performance Dimension; AO = sum of the scores attributed to the candidate in the Dimension Other Activities Relevant to the Mission of the Institution/Organizational Activity.

11. In accordance with the provisions of paragraph 3 of article 20 of the Regulation of Tenders for Hiring Staff in the Teaching Career of the Polytechnic Institute of Porto, professors in the exercise of management positions in the respective organic units/institute and exempt from teaching duties by force the application of legal or statutory regulations or by determination of the competent bodies must not be harmed in the application of the grid in the dimension referred to in point 9.4 of this public 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 and following of the Code of Administrative Procedure, applying, with the necessary adaptations, the provisions of article 25. of the Regulation.

- 12.2 Once the interested parties have been heard, the Jury assesses 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 meeting the legal requirements and at the end of the assessment carried out, a prior hearing will be held in accordance with the provisions of articles 121 and 122 of the Code of Administrative Procedure.
- 12.4 Consultation of the process – The documents relating to the competition can be consulted at <https://www.ess.ipp.pt/ess/recrutamento/concursos-docentes/concursos-docentes>, as well as at the secretariat of the Presidency of ESS|P.PORTO, during normal business hours.
13. Jury minutes are provided to candidates whenever requested.
14. False declarations will be punished according to the law.
15. Composition of the jury:
- 15.1 President:
- Prof. Nuno Albertino Barbosa Ferreira da Rocha, Coordinator Professor, Vice-President of School of Health of Polytechnic Institute of Porto who will be replaced in her absences or impediments by Prof. José Miguel da Silveira Correia Saúde, Vice-President of School of Health of Polytechnic Institute of Porto.
- 15.2 Vowels:
- Prof. Helena Maria Rocha de Sousa, Coordinating Professor of School of Health of Polytechnic Institute of Porto;
- Prof. Rui Manuel Urbano Veiga de Macedo, Coordinator Professor of School of Health of Polytechnic Institute of Porto;
- Prof. Maria António Ferreira de Castro, Coordinating Professor of Higher School of Health of the Polytechnic of Leiria;
- Prof. Élia Maria Carvalho Pinheiro da Silva Pinto, Coordinating Professor of School of Health of the Alcoitão, Santa Casa da Misericórdia de Lisboa;
- Prof. Jorge Pereira Machado, retired Associate Professor of Institute of Biomedical Sciences Abel Salazar of University of Porto;
- Prof. Isabel Cristina Ramos Peixoto Guimarães, Coordinating Professor of School of Health of the Alcoitão, Santa Casa da Misericórdia de Lisboa.
16. In compliance with paragraph h) of article 9 of the 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, scrupulously providing for avoid all forms of discrimination.
17. All notifications that take place within the scope of this tender procedure will be made electronically (platform and/or email), being considered made on the fifth working day after its submission or on the first

working day following that when that day is not a business day, in accordance with the provisions of paragraph 6 of article 113 of the CPA.

18. This Notice will be published as follows:

- a) In the 2nd series of the Official Gazette, as a warning;
- b) In the Public Employment Pool, in www.bep.gov.pt , on the 1st business day following that of publication in the Official Gazette;
- c) On the Euraxess Portugal website;
- d) On the website of ESS/P. PORTO, in Portuguese and English, at:

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

June 28th, 2023.

Prof. Doutor Nuno Rocha
(Coordinating Professor)