

Call for Applications

Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of associate professor, in the field of Nursing, in the form of an employment contract in public functions for an indefinite period, to perform functions at the School of Health of the Polytechnic Institute of Setúbal.

1. Under the terms of section a) nº 1 of article 6º of the Recruitment and Appointment Regulations for Career Academic Staff of the Polytechnic Institute of Setubal (Instituto Politécnico de Setúbal - IPS), as published in the Diário da República, 2nd series, nº 35, of 18 February 2011, as set out in my dispatch of 13-11-20, invites applications for the above post within a period of thirty working days from the publication of the present announcement in the Diário da República. The position, which was created but not yet filled within the academic staff of the IPS, is governed by the career structure of the national polytechnic higher education sector at the associate professor level, in the field of Nursing., and is covered by a public sector employment contract of indeterminate duration.
2. Location – School of Health, situated on the Setubal Campus of the Polytechnic Institute of Setubal (Escola Superior de Saúde – Instituto Politécnico de Setúbal).
3. Number of posts to be filled -2
4. Contract regime – Public sector employment contract of indeterminate duration, for an initial experimental period of five years according to article 10º-B of Decreto-Lei nº 185/81, of 1 de julho, altered in the Decreto-Lei nº 207/2009, of 31 de agosto, and in the Lei nº 7/2010, of 13 de maio (ECPDESP).
5. Job description – The associate professor will carry out functions set out in section 4 article 3º of ECPDESP.
6. Recruitment requirements – The following cumulative requirements determine eligibility such that candidates must:
 - a) Satisfy the requirements set out in subsections b) to e) of article 17º of Lei Geral do Trabalho em Funções Públicas (LTFP), approved at Lei nº 35/2014, of 20 June;
 - b) Be the holder of a doctorate or hold the title of specialist, in the specified area, or in an area linked to the area specified in the competition.
7. Validity of the competition
 - a) The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.

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- b) The competition can also be terminated by a formally justified decision of the President of the IPS which respects the general principles of Portuguese public administration and the corresponding legal, regulatory and procedural limits.

8. Application form:

8.1. Applications must be formalized by filling in the standard application form (form A), in paper form, written in Portuguese, available on the IPS website at: https://www.si.ips.pt/ips_si/conteudos_geral.conteudos_ver?pct_pag_id=30809&pct_parametros=p_pagina=308+09&pct_disciplina=&pct_grupo=672

8.2. The application (form A) must be accompanied by a simple photocopy of the qualification certificates, as proof that the candidate meets the application requirements referred to in paragraph 6 of this notice.

8.3. When formalizing the application (form A), must also be accompanied by two copies, in digital format (pendrive) containing the following documents:

- a) Qualification certificates, proof that the candidate meets the requirements referred to in paragraph 6 of this notice;
- b) Other diplomas or certificates of the courses referred to in the curriculum vitae, as well as other documents that facilitate the formation of a judgment on the aptitudes of the candidates for the exercise of the functional content of the category of associated professor;
- c) Detailed curriculum vitae, dated, signed, mandatorily organized according to the evaluation grid, and without containing personal data of a confidential nature (namely affiliation, marital status, residence address, and email, mobile / telephone contacts);
- d) Work and proof of activities mentioned in the curriculum vitae.

8.4. Applications must be submitted, in a closed envelope, with the proper identification of the candidate's name, the notice number published in Diário da República and the BEP offer code, in one of the following ways:

- a) By registered mail, with acknowledgment of receipt, addressed to the President of IPS, to: Polytechnic Institute of Setúbal, Headquarters Building, IPS Campus, Estefanilha,

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2910 761, Setúbal, until the deadline for submitting applications, valid for the date affixed to the registration as the date of dispatch, for the purpose of meeting the respective deadline;

- b) Delivered personally to the Human Resources Department of IPS, during office hours, by prior appointment, via email divisao.recursoshumanos@ips.pt, until the deadline for submitting applications;
 - c) Alternatively, and preferentially, the closed envelope, with the proper identification, containing the application, can be placed in the wooden box that is in front of the door of the main room of the Human Resources Department of IPS, in which case an email should also be sent the same day to divisao.recursoshumanos@ips.pt with this information.
- 8.5. In order to promote the most appropriate classification of the curriculum elements, candidates must organize the curriculum vitae in accordance with the evaluation grid approved by the jury of the respective competition, as well as present the documents on the pendrives according to that same organization, with the due hyperlinks of the items referred to in the CV to the respective documents.
- 8.6. Failure to present the works and proof of activities mentioned in the curriculum vitae submitted by the candidate implies the non-valuation of the elements in each of the items of the evaluation grid.
- 8.7. Applications sent by email are not accepted.
- 8.8. Candidates with foreign qualifications must prove their recognition, equivalence or registration of a doctoral degree, under the terms of the applicable legislation, obtained up to the deadline for the submission of applications to this competition.
- 8.9. False statements will be punished under the law.
9. Selection and ranking criteria:
- a) Based on the elaborated and approved evaluation grid, which contains the maximum scores to be attributed in each of the criteria (Annex II), each member of the jury evaluates the candidates, quantifying each one quantitatively. In the event of noticeable disparities

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between the values proposed by the members of the jury, its President must ensure that these do not result from the different application of the evaluation criteria. Then, the candidates are sorted, based on the value resulting from the simple average of the scores attributed by each member of the jury (from 0 to 100).

b) If there are candidates with the same final score, the following tiebreaker criteria will be applied successively: 1) best overall score obtained in the “Technical-scientific and professional performance” (DTCP) criterion; 2) best overall score obtained in the criterion “Pedagogical capacity” (CP); 3) the tie remaining, by the global score obtained in the criterion “Scientific Publications” (PC). In applying these criteria, the maximum limits resulting from the application of the final classification formula will not be considered.

10. Evaluation grid:

PWeighting	Dimensions	Criteria	Score maximum		
40%	I. Scientific and Professional Technical Performance	1) Scientific production and dissemination [15]			
		a. Publicações científicas	The. Scientific publications 1 point / each article in an indexed journal (national and international)	3	
			0.5 points / publication in minutes of international or national congresses	1	
			1.5 points / book authorship	1,5	
			1 points / book co-authorship	1	
			1.5 / by e-book	1,5	
			0.5 points / chapter in collective work	1	

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		b. Communications and conferences at national and international congresses	0.5 points / each	3,5	
		c. Presentation of posters	0.5 points / each	1,5	
		d. Activities for the dissemination of science and technology, including in the media, on themes in the scientific area	0.25 points / each	1	
		Sub-total 1		15	
		2) Supervision of academic works [5]			
		a. The. Orientation of monographs / course projects / research works	0.25 points / each 2	2	
		b. Dissertation / internship / master's project orientation	0.5 points / each	2	
		c. Coorientation of dissertation / internship / master's project	0.25 points / each 1	1	
		Sub-total 2		5	
		3) Technical-scientific arbitration [9]			
		a. The. Participation in jury of scientific tests and attribution of title of specialist	0.5 points / participation / year	4,5	
		b. Participation in commissions as an expert	0.5 points / participation / year	1	
		c. Participation in a technical-scientific, organizing and / or scientific event committee	0.25 points / commission / year or task	2	

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		d. Jury participation in technical-scientific event	0.25 points / commission / year or task	1	
		e. Magazine participation (editorial board, review)	0.25 points / year	0,5	
		Sub-total 3		9	
		4) R&D activities [7]			
		a. The. Coordination and promotion of the research activity	1.5 points / coordination of the completed project	3	
		b. Participation in research or development projects	Research unit / center member 1 point	3	
		c. Membro de unidade/centro de investigação	1 ponto	1	
		Sub-total 4		7	
		5) Professional experience with relevance to the area [4]			
		a • The. Clinical experience	0,5 pontos/ano	4	
		Sub-total 5		4	
		Sub-total A		40	
45%	II. Pedagogical Capacity	1) Teaching activity and pedagogical performance [28]			
		a.The Course units taught and the modalities of classes taught, in the various study cycles	0.2 points / UC	2	
			0,02 points/theoretical classes	2	

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		0.02 points / Problem-based learning seminars	2	
		0.02 points / OT classes	2	
		0.01 points / TP and P classes	2	
	b. Teaching-learning and assessment methodologies used and evaluated	Rationale for use / 0.25 points each	3	
		Usage evaluation / 0.25 points each	2	
	c. Evaluation of teaching in Higher Education Institutions and in the area of Nursing	0.5 points / survey > 4 (good and higher) / year / UC	2	
	d. Responsibility for curricular units	0.25 points / UC ≤ 8 ECTS/ year	3	
		0.5 points / UC > 8 ECTS / year	2	
	e. Supervision and guidance of clinical teaching and curricular internships	0.5 points each UC of EC / Internship	4	
	f. Orientation of student projects in clinical context	0.2 points / project	2	
	Sub-total 6		28	
	2) Experience in the production of didactic material and in the implementation of innovative practical techniques and methods to support teaching [5]			
	a. The. Publication of teaching material related to teaching in the field of Nursing (in paper or digital format, e-book, audiobook and videobook)	1 point / each	2	
	b. Construction of teaching materials	0.5 points / rationale at UC	1,5	

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		c. Participation in pedagogical innovation activities	0.5 points / grounded innovation	1,5	
		Sub-total 7		5	
		3) Pedagogical training / updating [5]			
		a. The. Valuation activities in the pedagogical area	0.5 points / grounded activity	2,5	
		b. Participation in educational events / activities	0.5 points / event / grounded activity	2,5	
		Sub-total 8		5	
		4) Program for a course unit within the disciplinary area of Nursing [7]			
		definition of expected results	1.5 points / formulation of learning objectives and relationship with skills and content	1,5	
		pedagogical strategies	1.5 points / definition of strategies and adaptation to objectives / results and competences	1,5	
		discrimination and justification of content	1 points / structuring of content and adaptation to objectives / results	1	
		distribution of contact times	0.75 points / planning of contact hours, typologies and distribution of the schedule	0,75	
		evaluation process	1-point evaluation process / definition of strategies for continuous evaluation and examination, adaptation to expected results	1	

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		bibliographic references	0.25 points / relevance, timeliness and relationship with content 0.25	0,25		
		development of skills (including research) by students, within its scope	1 points / systematic reference to suitability to the skills and involvement of students in scientific	1		
		Sub-total 9		7		
		Sub-total B		45		
15%	III. Other activities relevant to the IPS mission	1) Community outreach activities [8]				
		a. The. Participation in / promoting partnerships with organizations with the objective of transferring knowledge	0.5 points / project with partners	4		
			0.25 points / activities with partners			
		b. Consulting activity and service provision	0.25 points / consultancy	2		
			0.2 points / service provision ≤ 20h; 0.5 / PSE> 20h			
		c. Participation in international projects, teaching and training missions	0.5 points / Participation by project	2		
		Sub-total 10			8	
		2. Participation in the management structure and activities of higher education institutions [7]				
		a. The. Participation in management bodies	2 points / position / mandate	4		
		b. Participation in other management structures (Department Direction,	2 points / year Department Direction; ;	2		

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	Course Coordination, Disciplinary / scientific area coordination)	Course Coordination; 1 point / year / year management;		
	c. Participation in juries and working groups (nominated by bodies and within the scope of higher education)	0.5 points / jury, effective member of a professor or specialist; 0.5 / working group	1	
	Sub-total 11		7	
	Sub-total C		15	
TOTAL PONTOS			100	

11. Complementary information to the Evaluation and Selection process.

11.1. The final approved ordering list will be notified to candidates by e-mail with notification of delivery receipt, registered letter or in person and published in the web site at www.ips.pt

11.2. The minutes of the jury will be made available to applicants on request.

11.3. The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.

11.4. The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.

12. The composition of the jury, is as follows:

President

António Manuel dos Reis Marques, Coordinator Professor and Director of the School of Health, of Polytechnic Institute of Setúbal, named as President of the Jury under paragraph a) of nº 1 of Article 23º of ECPDESP.

Members of the jury

Ana Paula Gonçalves Antunes Sapeta, Coordinator Professor of the School of Health, of Polytechnic Institute of Castelo Branco Dr. Lopes Dias;

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Maria Gorete Mendonça dos Reis, Coordinator Professor of School of Nursery. João de Deus of Évora University;

Rogério Manuel Ferrinho Ferreira, Coordinator Professor of the School of Health, of Polytechnic Institute of Beja

Maria Alice Góis Ruivo, Coordinator Professor of the School of Health, of Polytechnic Institute of Setúbal;

Lucília Rosa Mateus Nunes, Coordinator Professor with agregation of the School of Health, of Polytechnic Institute of Setúbal;

13. Equal opportunities - In compliance with section h) of article 9º of the Portuguese Constitution, the public administration, as employer, actively promotes a policy of equal opportunities between men and women in access to employment and career development, taking care to avoid any form of discrimination.
14. The present notice is published in the following:
 - a) Na In The 2nd series of the Diário da República;
 - b) In the Public Employment Exchange, in www.bep.gov.pt, on the 1st working day following its publication in Diário da República;
 - c) On the internet site of the Foundation for Science and Technology, IP in www.eracareers.pt in Portuguese and English;
 - d) On the IPS website at www.ips.pt in Portuguese and English.

Instituto Politécnico de Setúbal, 21 de fevereiro de 2021.

O Presidente,

Prof. Doutor Pedro Dominginhos