



Document-based tender for the recruitment of one Coordinating Professor under a public service employment contract of unspecified duration, in the subject area of Nursing, subarea of Child Health and Pediatric Nursing.

1. Under the terms of the *Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico* (Career Statutes for Teaching Staff in Polytechnic Higher Education, hereinafter referred to as ECPDESP), approved by Decree-Law no. 185/81 of 1 July, amended by Decree-Law no. 207/2009 of 31 August (republication), and Law no. 7/2010 of 13 May, as well as in accordance with the Faculty Recruitment Regulations approved by the Order of the President of the *Escola Superior de Enfermagem de Coimbra* (Nursing School of Coimbra, hereinafter ESEnFC) on 13 June 2019 and published under Order no. 6279/2019 in *Diário da República*, 2nd series, no. 129, of 9 July, it is hereby announced that, pursuant to paragraph 1(d) of article 92 of the *Regime Jurídico das Instituições de Ensino Superior* (Legal Framework for Higher Education Institutions, hereinafter referred to as RJIES), approved by Law no. 62/2007 of 10 September, and paragraph 1(d) of article 49 of the ESEnFC Statutes, approved by Legislative Order no. 50/2008 of 9 September and published in *Diário da República*, 2nd series, no. 185, of 24 September, a document-based tender is open — properly accounted for in the ESEnFC's budget allocation by Order no. 38 of the President of the ESEnFC on 25 July 2025 — for one position of Coordinating Professor under a public service employment contract of unspecified duration, in the subject area of Nursing, subarea of Child Health and Pediatric Nursing.

This tender will remain open for 30 working days from the first working day following its publication in *Diário da República*, under the following terms and conditions:

2. Validity period: The tender is valid for the position described above and expires once it has been filled.
3. Workplace: ESEnFC and other institutions where the School carries out its activities.
4. Functional content: As described in article 3(5) of the ECPDESP and the ESEnFC Faculty Recruitment Regulations.
5. Salary grade: Determined in accordance with article 35(1) of the ECPDESP and Decree-Law no. 408/89 of 18 November, in its current wording.
6. Admission requirements: Under article 19 of the ECPDESP and article 5(2) of Order no. 6279/2019 (ESEnFC Faculty Recruitment Regulations), published in *Diário da República*, 2nd series, no. 129, of 9 July, candidates must hold a doctoral degree or specialist title obtained more than five years ago in the area of Nursing or a related area, and the professional title of nurse specialist in Child Health and Pediatric Nursing;



6.1. The specialist title referred to in article 19 of the ECPDESP corresponds to that defined in article 48 of Law no. 62/2007 of 10 September and Decree-Law no. 206/2009 of 31 August, in its current wording.

7. Application:

7.1. Applications must be addressed to the President of the ESEnfC and sent by registered mail with return receipt to: *Serviço de Recursos Humanos da Escola Superior de Enfermagem de Coimbra, Avenida Bissaya Barreto, 3004-011 Coimbra*, or delivered in person at the same address between 10:00–12:00 and 14:00–17:00, until the application deadline. Each application must include:

- a) Full identification (full name, date of birth, nationality, citizen identification number, address, email, telephone number);
- b) Academic and professional qualifications and titles;
- c) Category, subject area or subarea, and length of service as a higher education faculty member;
- d) Any other elements relevant to the assessment of merit or establishing legal preference;
- e) Identification of this tender and the *Diário da República* issue in which it is published;
- f) A list of the documents submitted;
- g) Date and signature.

7.2. Applications sent by email will not be accepted.

8. Submission of documents:

8.1. Each application must be accompanied by the following documents, properly numbered and identified:

- a) Authorized copy of an identification document;
- b) A sworn statement attesting that the candidate:
 - Is not prohibited from holding a public position or from occupying the intended role;
 - Is in good health and possesses the psychological fitness required for the position;
 - Has complied with compulsory vaccination requirements;
- c) Certified copies proving possession of a Ph.D. or the title of nurse specialist in the relevant area or subarea, as established by Decree-Law no. 206/2009 of 31 August. Candidates with foreign degrees must provide a certified copy of the official recognition, equivalence, or registration of the Ph.D. in the area of Nursing or a related area in Portugal, obtained more than five years ago;
- d) Updated proof of qualification as a nurse specialist in Child Health and Pediatric Nursing;
- e) Five copies of the curriculum vitae, containing all information relevant for assessment, organized according to the selection and ranking criteria outlined in this notice;
- f) Five copies of the scientific-pedagogical development project;
- g) A list identifying all submitted documents (file names).

8.2. Under paragraph 4(a) of article 23 of the ECPDESP and article 18(3) of the ESEnfC Faculty Recruitment Regulations, approved by the President of the ESEnfC in Order no. 22 of 13 June



and published by Order no. 6279/2019 in *Diário da República*, 2nd series, no. 129, of 9 July, the Jury may, if necessary, request the documents supporting the veracity of their statements in the curriculum vitæ, setting a deadline for submission.

8.3. Supporting documents must be submitted in their original language and translated into Portuguese if not originally written in Portuguese.

8.4. The documents listed under subparagraphs d), e), f), and g) of paragraph 8.1 must also be provided in digital format (on five clearly identified flash drives). Candidates are responsible for ensuring that digital files are readable and correctly named. The curriculum vitæ and the scientific-pedagogical development project must be submitted as born-digital, editable PDF files, accompanied by two paper copies.

8.5. The curriculum vitæ must be organized in accordance with the parameters, weightings, and evaluation criteria approved by the Jury to facilitate the identification of the elements and their relationship to the parameters. Failure to comply with this criterion will result in exclusion from the list.

8.6. Candidates must provide documentary evidence demonstrating that each curricular element meets the parameters established by the Jury. Each element may be weighted under only one parameter, criterion, or sub-criterion.

9. Exclusion from the tender:

9.1. Failure to submit required documents or submitting them after the deadline results in exclusion.

9.2. Submission of false documents leads to immediate exclusion and referral to the competent authorities for criminal proceedings.

9.3. Candidates who do not meet admission requirements will be excluded and notified by email to allow for a Hearing of Interested Parties, under the Administrative Procedure Law.

10. Original documents will be returned upon request one year after the tender closes unless they are subject to judicial review. In such cases, the documents will be returned after a final decision has been issued.

11. Preliminary evaluation and public hearings: Following the preliminary evaluation of admitted candidates' curricula, the Jury may conduct public hearings. Candidates will receive an email notification with a delivery receipt at least five working days before the hearing, specifying the date, time, and place.

12. Evaluation methods, parameters, and criteria: Under article 7 of Order no. 6279/2019 of 9 July:

12.1. Candidates are selected based on curriculum evaluation and ranked through a scoring system using parameters, criteria, and weightings.

12.2. The following parameters are assessed:

a) *Qualificação* (Q - Qualifications): Assessment of the candidate's academic and training background, considering:



- i. Academic degrees and the professional title of nurse specialist in Nursing (Decree-Law no. 206/2009 of 31 August);
- ii. Specialized and postgraduate training.
- b) *Desempenho Técnico-Científico e Profissional* (DTCP - Technical-scientific and professional performance): Assessment of the most relevant works and activities in the subject area of Nursing, especially those highlighted by the candidate, including:
 - i. Scientific publications;
 - ii. Scientific and technological dissemination activities;
 - iii. Participation in R&D projects.
- c) *Capacidade Pedagógica* (CP - Pedagogical capacity): Assessment of the quality and extent of the candidate's teaching experience, including:
 - i. Teaching and coordinating course units and class types across all Nursing study cycles and non-degree programs;
 - ii. Creation of teaching materials and application of innovative pedagogical methods;
 - iii. Supervision of master's and Ph.D. theses/dissertations, postdoctoral work, and participation in academic juries;
 - iv. Scientific-pedagogical development project.
- d) *Outras Atividades Relevantes* (OAR - Other relevant activities): Assessment of the candidate's individual activities considered relevant to the ESEnfC's mission, including:
 - i. Service provision and consultancy;
 - ii. Positions and functions held in higher education institutions;
 - iii. Professional, cultural, or social activities not mentioned above and considered relevant by the candidate.

12.3. Each parameter is graded on a scale of 0 to 100 points.

12.4. Parameter scores are the sum of their criteria scores.

12.5. The Final Score is calculated using the following formula:

$$\text{Pontuação final (PF - Final Score)} = (0.10 Q + 0.35 \text{ DTCP} + 0.35 \text{ CP} + 0.20 \text{ OAR}).$$

12.6. The *Classificação Final* (CF - Final Classification) is obtained by converting the PF to a centesimal scale ranging from 0 to 20.

12.7. Candidates obtaining a CF of 12 or higher (without rounding) are approved with absolute merit.

12.8. Tiebreak criteria (in order):

- Highest combined DTCP + CP score;



- Highest CP score;
- Highest DTCP score;
- Highest OAR score.

13. Candidates approved with absolute merit will be ranked in descending order of final classification.
14. Candidates without absolute merit will be ranked alphabetically, with their scores indicated.
15. The Jury is responsible for defining the final evaluation system based on the application of parameters, criteria, and weightings.
16. The Jury's minutes, containing the final evaluation system, parameters, criteria, weightings, and ranking grid, will be published at designated ESEnfC locations and on its website and made available to candidates upon request.
17. All minutes, documents, and ranking grids will be made available to candidates upon request.
18. All communications with candidates will be sent by email to the address provided in their application, with a delivery receipt.

19. Jury:

Chair: Ph.D. Professor Paulo Joaquim Pina Queirós, Coordinating Professor at ESEnfC (by delegation of the President of the ESEnfC)

Effective Members:

Ph.D. Professor Luís Manuel da Cunha Batalha, Coordinating Professor at ESEnfC

Ph.D. Professor Luís Carlos Carvalho da Graça, Coordinating Professor at the School of Health, Polytechnic Institute of Viana do Castelo

Ph.D. Professor Ana Maria Jorge, Coordinating Professor at the School of Health, Polytechnic Institute of Guarda

Ph.D. Professor Elsa Maria de Oliveira Pinheiro de Melo, Coordinating Professor at the School of Health Sciences, University of Aveiro

Substitute Member:

Ph.D. Professor Maria de Lurdes Lopes de Freitas Lomba, Coordinating Professor at ESEnfC

20. If the Chair of the Jury is absent or unable to act, the first effective member will assume the position.

21. In accordance with article 9(h) of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes equal opportunities between women and



men in access to employment and professional advancement and works to prevent all forms of discrimination.

22. This notice will also be published on the *Bolsa de Emprego Público* (BEP - Public Employment Portal) and, in Portuguese and English, on the websites of the Foundation for Science and Technology (FCT) and ESEnfC, under the terms of article 29-B of the ECPDESP.

22 September 2025 – The President, Ph.D. Professor António Fernando Salgueiro Amaral