



ESCOLA SUPERIOR DE ENFERMAGEM DE COIMBRA
PUBLIC NOTICE

Document-based tender for the recruitment of one position of Principal Coordinating Professor under a permanent public service employment contract in the subject area of Nursing.

In accordance with the *Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico* (Career Statutes for Teaching Staff in Polytechnic Higher Education, hereinafter ECPDESP), approved by Decree-Law No. 185/81 of July 1, as amended by Decree-Law No. 207/2009 of August 31 (which republished it), and by Law No. 7/2010 of May 13, as well as the Faculty Recruitment Regulations approved by the Order of June 13, 2019 of the President of the *Escola Superior de Enfermagem de Coimbra* (Nursing School of Coimbra, hereinafter ESEnC), published by Order No. 6279/2019 in the *Diário da República*, 2nd Series, No. 129 of July 9, the following is hereby made public: By virtue of the powers conferred under subparagraph d) of paragraph 1 of Article 92 of the *Regime Jurídico das Instituições de Ensino Superior* (Legal Framework for Higher Education Institutions, hereinafter RJIES), approved by Law No. 62/2007 of September 10, and subparagraph d) of paragraph 1 of Article 49 of the ESEnC Statutes, approved by Normative Order No. 50/2008 of September 9 and published in the *Diário da República*, No. 185 of September 24, as well as Order No. 44 issued by the President of ESEnC on August 18, 2025, and following the due budgetary allocation within ESEnC, a document-based tender is open, for 30 working days from the day following the publication of this notice in the *Diário da República*, for one position of Principal Coordinating Professor, to be filled under a permanent public service employment contract, in the area of Nursing, under the following terms and conditions:

1. Type of tender — Document-based tender.
2. Category — Professor Coordenador Principal (Principal Coordinating Professor).
3. Subject area — Nursing.
4. Validity of the tender — This tender is only valid for filling the indicated position and will expire once it has been filled.
5. Workplace — ESEnC and other institutions where the School implements its activities.
6. The functional content of the Principal Coordinating Professor's category is described in Article No. 9-A(1) of the ECPDESP. The corresponding salary grade is determined in accordance with the table attached to Decree-Law no. 408/89 of November 18, in its current wording.
7. Candidates who cumulatively meet the following conditions may apply for the aforementioned tender:
 - a. Hold a doctoral degree for more than five years; **and**
 - b. Hold the title of *agregado* or legally equivalent qualification in the subject area of Nursing.
8. Application process:
 - a. Applications must be submitted using a printed form, dated and signed by the candidate. The form must be addressed to the President of ESEnC and sent by registered mail with return receipt to the *Serviço de Recursos Humanos da Escola Superior de Enfermagem de Coimbra, Avenida Bissaya Barreto, 3004-011 Coimbra*, or in person at the same address between 10:00 a.m. and 5:00 p.m. before the deadline. Applications must contain the following elements:
 - i. Full identification (full name, date of birth, nationality, civil identification number, postal and email address, telephone number);
 - ii. Academic qualifications and/or professional/academic titles;
 - iii. Category, subject area, or subarea to which the candidate belongs, and length of service as a Higher Education faculty member;
 - iv. Any other elements that the candidate considers likely to influence the assessment of their merit or constitute grounds for legal preference;
 - v. Identification of this tender and reference to the *Diário da República* issue in which this notice was published;
 - vi. List of documents accompanying the application;
 - vii. Date and signature.
 - b. Candidates must submit their application request in digital format (six [6] USB flash drives) with the following documents, correctly numbered and identified:



- i. Detailed curriculum vitae, including all the information relevant to the application's assessment, organized according to this notice's selection and ranking criteria;
 - ii. Certified copy of the documents attesting to the degree and title required for this tender and the date when the title/degree was awarded;
 - iii. Statement, under oath, attesting that the candidate:
 - Is not prohibited from holding a public position or from performing the duties of the intended position;
 - Is in good health and has the psychological fitness required for the position;
 - Has complied with compulsory vaccination requirements.
 - c. All supporting documents must be submitted in their original language and translated into Portuguese or English if they are not originally written in either of these languages;
 - d. List containing the exact identification of all documents submitted (name of each file).
9. 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 June 13 and published by Order no. 6279/2019 in the *Diário da República*, 2nd series, no. 129, of July 9, the Jury may, whenever necessary, request the candidates to submit the original supporting documents attached to the *curriculum vitae*, establishing a deadline for this purpose.
10. Protection of personal data: Candidates must provide only the data strictly necessary for the application, as required by this notice, and must conceal any personal data included in the documentation submitted. Otherwise, such data may be accessed by other candidates when consulting the application process.
11. Exclusion from the tender:
- a. Applications that are not properly completed or do not meet the formal criteria for admission to this tender, as defined in the current legislation and in this Notice, will not be accepted;
 - b. Failure to submit any required documentation within the stipulated deadline will also result in exclusion from this tender;
 - c. Applications sent by email will not be accepted.
12. Preliminary evaluation and public hearings:
Following the preliminary evaluation of the admitted candidates' curricula, the jury may hold public hearings if deemed necessary. Candidates will be notified by email, with delivery receipt, at least five working days in advance, with indication of the date, time, and place.
13. Candidates are selected based on curriculum evaluation and ranked using a scoring system with predetermined parameters, criteria, and weightings.
14. Implementation of the final evaluation system for applications established under the terms of Article 7 of Order No. 6279/2019, of July 9:
- a. Candidates approved on absolute merit are ranked in descending order according to the classification obtained in the scoring system based on parameters, criteria, and weightings;
 - b. The weighting assigned to the evaluation parameters are:
 - i. *Qualificação* (Q – Qualifications): 10%;
 - ii. *Capacidade Pedagógica* (CP – Pedagogical Capacity): 30%;
 - iii. *Desempenho Técnico-Científico e Profissional* (DTCP – Technical-Scientific and Professional Performance): 40%;
 - iv. *Outras Atividades Relevantes* (OAR – Other Relevant Activities): 20%.
15. Evaluation parameters and relative merit ranking:
- 15.1. *Qualificação* (Q - Qualifications): Assessment of the candidate's academic and training background, considering:
- i. Academic degrees and titles;
 - ii. Specialized and postgraduate training.
- 15.2. *Capacidade Pedagógica* (CP - Pedagogical capacity): In evaluating this parameter, the following criteria will be taken into consideration:
- a. Coordination and teaching of course units, within different study cycles, supervision of clinical teaching and internships, seminars; In assessing this criterion, the number and diversity of course units taught and the diversity of formats adopted will be taken into account;



- b. Teaching at other higher education institutions, both national and international; in evaluating this criterion, the number and diversity of institutions will be taken into consideration.
- c. Capacity for pedagogical innovation — supervision of pedagogical, scientific, and technical activities; promotion of pedagogical initiatives aimed at improving teaching and learning processes; development of undergraduate and graduate programs or new curricular units and restructuring study plans or curricular units, participation in pedagogical structures, promotion and facilitation of processes to improve the pedagogical activity of study cycles or other teaching activities; In assessing this criterion, the number, nature, and diversity of activities will be taken into account.
- d. Pedagogical publications — educational manuals and textbooks, exercise books, or other educational publications; In assessing this criterion, the number, diversity, and originality will be taken into account;
- e. Teaching experience - professional experience in polytechnic or university higher education; disciplinary team coordinator; responsible for curricular units; responsible for the pedagogical guidance of teachers; In assessing this criterion, the number and diversity of activities will be taken into account.
- f. Teaching work - annual number of teaching hours; guidance and monitoring of students in clinical teaching; participation in the development of programs for different curricular units; guidance and monitoring of non-regular students in clinical teaching. In assessing this criterion, the number and diversity of activities will be taken into account.
- g. Teaching training courses organized and/or attended, participation in academic groups and/or committees, organization and/or moderation of panels, workshops, round tables at conferences, seminars, workshops, or other training activities. In assessing this criterion, the number and diversity of activities will be taken into account;

15.3. *Desempenho Técnico-Científico e Profissional* (DTCP - Technical-scientific and professional performance): In evaluating this parameter, the following criteria will be taken into consideration:

- a. Coordination of Research Units; or collaboration in the scientific management of Research Units. In assessing this criterion, consideration will be given to the unit's merit assessment and the assessment of the progress of its scientific productivity indicators during the period of coordination or collaboration in the scientific management of the unit by the candidate.
- b. Scientific and technical production - works, patents, projects, books, chapters in books, articles in scientific journals and in proceedings of scientific meetings, as well as conferences, active participation in colloquiums, congresses, seminars, workshops, and other scientific forums. In assessing this criterion, the following shall be taken into account:
 - i. The volume, originality, and diversity of the output,
 - ii. The scientific autonomy demonstrated,
 - iii. The impact of the scientific output,
 - iv. The degree of internationalization.
- c. Scientific projects — coordination of research and development projects, with national, international, public, or private funding, as well as unfunded projects. In assessing this criterion, the following will be taken into consideration:
 - i. The type of involvement of the researcher (coordinator or participant),
 - ii. The quantity,
 - iii. The degree of integration of the project (national or international network),
Integration into a research structure and its classification.
- d. Scientific guidance - In assessing this criterion, the number and diversity of guidance will be taken into account, considering those already completed and those in progress, giving priority to:
 - i. Guidance for doctoral and post-doctoral work,
 - ii. Master's thesis supervision,
 - iii. Supervision of monographs for Specialized Higher Education Courses and Specialized Postgraduate Courses,
 - iv. Bachelor's thesis supervision.



- e. Intervention in the scientific community — active participation in national or international events, organization of national or international scientific events, participation in scientific event networks and committees, active collaboration in the editing, evaluation, and review of national or international scientific publications. In assessing this criterion, the number and diversity of activities will be taken into account.
 - f. Scientific and technical evaluation — participation in national or international juries for academic examinations and scientific and technical consulting:
 - i. *Agregação* examinations,
 - ii. Tender for coordinating professor,
 - iii. Doctorate examinations,
 - iv. Master's examinations,
 - v. Expert in national or international evaluation panels and scientific and technical consulting for grants and projects.
- 15.4. *Outras Atividades Relevantes* (OAR - Other relevant activities): In assessing this criterion, the following will be taken into account:
- a. Participation in administrative, pedagogical, and scientific management bodies at ESEnFC or other higher education institutions (the time and diversity of positions will be taken into account).
 - b. Educational and technical outreach — activities promoting scientific dissemination, pedagogical, cultural, and social innovation, and knowledge transfer, including collaboration with other ministries, consular services, companies, etc. (the time and diversity of activities will be taken into account).
16. Final Evaluation and Grading System
- a. Each criterion is scored on a scale of 0 to 10 points.
 - b. The score for each parameter is the sum of the scores obtained in the respective criteria;
 - c. The final score (*Pontuação Final* - PF) is calculated using the following formula: $PF = (0.10 Q + 0.30 DTCP + 0.40 CP + 0.20 OAR)$.
 - d. The final grade (*Classificação Final* - CF) will be expressed on a scale of 0 to 20 and is the result of converting the PF to this scale.
 - e. Tiebreaking criteria (in order):
 - i. Holding the title of *agregado* for the longest period,
 - ii. Holding the Ph.D. degree for the longest period.
17. The jury's minutes containing the final evaluation system, parameters, criteria, and weightings, as well as the classification grid, will be published at ESEnFC locations and on the ESEnFC website, and provided to candidates upon request.
18. All notifications to candidates related to this tender will be sent by email to the email address provided by the candidate, with delivery receipt.
19. The lists of unsuccessful candidates, the ranked list of successful candidates based on absolute merit, and the approval decision will be published on the ESEnFC institutional website and notified to candidates by email, in accordance with Article 10(8) of Law No. 112/2017 of December 29.
20. Jury — The jury is composed of the following members:
- Chair:
- Ph. D. Professor João Luís Alves Apóstolo - Principal Coordinating Professor of the ESEnFC;
- Members:
- Ph. D. Professor Pedro Miguel dos Santos Dinis Parreira - Principal Coordinating Professor of the ESEnFC;
- Ph. D. Professor Andreia Cátia Jorge Silva da Costa - Principal Coordinating Professor of the Nursing School of Lisbon;
- Ph. D. Professor Carlos Alberto da Cruz Sequeira - Principal Coordinating Professor of the Nursing School of Porto;
- Ph. D. Professor Wilson Jorge Correia Pinto de Abreu - Principal Coordinating Professor of the Nursing School of Porto;
- Ph. D. Professor Manuela Maria Conceição Ferreira – Principal Coordinating Professor of the Polytechnic Institute of Viseu.
- If the Chair is absent or unable to act, the first effective member will assume the role.



21. In accordance with Article 9(h) of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and career advancement and works to prevent all forms of discrimination.
22. This notice will also be published on the website of the *Bolsa de Emprego Público* (Governmental Public Employment Portal - BEP), on the website of the Foundation for Science and Technology I. P., in English, and on the website of the ESEnfC, in Portuguese and English, in accordance with Article 29-B of the ECPDESP.

05 November 2025 – The President, Ph. D. Professor António Fernando Salgueiro Amaral