

## NURSING SCHOOL OF LISBON

### NOTICE

Documentary call for tenders for the recruitment of two positions as Adjunct Professor, under a public services employment contract for an undetermined period of time in the scientific departmental area of Psychiatric and Mental Health Nursing.

Considering the proposal of the Scientific-Technical Board, approved by deliberation on 26/07/2021, under the terms of the Career Statute of Polytechnic Higher Education Teaching Staff (ECPDESP), approved by DL no. 185/81, 1 July, amended by DL no. 69/88, 3 March, and no. 207/2009, 31 August, and by Law no. 7/2010, 13 May, in conjunction with the Regulations for Tenders for Hiring ESEL Professors, approved on 29/10/2020 by the President of the Nursing School of Lisbon (ESEL) and published in Diário da República (Official Gazette) no. 222/2020, 2nd series, 13/11/2020, it is hereby made public that, by Order of 06/10/2021 issued by the President of the Nursing School of Lisbon, Coordinating Professor João Carlos Barreiros dos Santos, duly and previously inscribed in ESEL's Budget allocation, the following is open for a period of 30 working days, counting from the immediate working day after the publication of this notice in Diário da República, the documentary call for tenders for the recruitment of 2 (two) Adjunct Professors, corresponding to vacancies provided for and not occupied in ESEL's Staff, under a public services employment contract for an undetermined period of time, in the scientific departmental area of Psychiatric and Mental Health Nursing at the Nursing School of Lisbon, under the following terms and conditions:

1. **Period of validity:** The tender is valid only for the filling of the job vacancies mentioned above, being exhausted with their occupation.
2. **Functional content of the category:** as described in article 2 A and paragraph no. 4 of article 3 of the ECPDESP and in ESEL's Teaching Service Provision Regulations ratified on 20/06/2017.
3. **Place of work:** Nursing School of Lisbon and other places where ESEL develops its activity.
4. **Remuneration position:** as determined under the terms of article 35, no. 1, of the ECPDESP.
5. **Admission requirements:**
  - 5.1 Under the terms of article 17 of Law no. 35/2014, 20 June, and article 12-E of the ECPDESP, applications may only be submitted by those who, by the deadline for the submission of applications, meet the general requirements set out in these regulations and:

The holders of a doctoral degree in Nursing or of the title of Nursing specialist (under the terms of article 17 of the ECPDESP, article 48 of Law no. 62/2007, 10 September, and of Decree-Law no. 206/2009, 31 August) and the holders of the professional title of nurse specialist in Psychiatric and Mental Health Nursing.

**5.2** Holders of foreign qualifications must prove the recognition, equivalence or registration of their doctoral degree, in accordance with the applicable legislation and internal regulations.

## **6 Formalisation of the application:**

**6.1** Applications must be formalised by means of a paper request addressed to the President of the Nursing School of Lisbon, written in Portuguese and containing the following elements:

- a) The candidate's full identification, including full name, date of birth, nationality, civil identification number, address, telephone contacts and e-mail address;
- b) academic qualifications and titles and/or professional titles;
- c) category, group or subject area to which they belong, length of service as a teacher in higher education and institution to which they belong, if applicable;
- d) identification of the tender to which they are applying and reference to DR in which this notice was published;
- e) list of documents accompanying the application;
- f) date and signature.

**6.2.** Applications must be submitted on paper and delivered in person at ESEL's Human Resources Division, Calouste Gulbenkian Pole, located at Av. Professor Egas Moniz, 1600-190 Lisbon, from 10am to 12pm and from 2pm to 4pm, through the email [recursoshumanos@esel.pt](mailto:recursoshumanos@esel.pt), or sent by registered mail with acknowledgement of receipt, to the same postal address.

**6.3.** The submission deadline for applications will be, according to the submission scheme:

- a) in person, until the closing time to the public (4pm) of the Human Resources Division of ESEL, on the last day of the deadline;
- b) in postal submission, until the last day of the deadline, evidenced by the mail's registration date.

**6.4.** Personal data of the candidates will be used only and exclusively for the purposes of this tender.

6.5. Applications sent by e-mail will not be accepted

## 7 Application instructions:

7.1 The candidate must accompany their application with the following documents, duly numbered and identified:

- a) Consented photocopy of the civil identification document;
- b) Consented photocopy of the tax identification number (in case the candidate does not have a citizen card);
- c) Declaration from the candidate under a solemn oath, in which they assure that they are not inhibited from exercising public functions or prohibited from exercising their duties and have fulfilled the obligatory vaccination laws;
- d) Authenticated copy of the certificate/certification of the doctoral degree in nursing or of the title of nursing specialist obtained in accordance with Decree-law no. 206/2009, 31 August, or, if holding a foreign qualification, an authenticated copy of the recognition, equivalence or registration for the doctoral degree in the nursing area in Portugal, in accordance with the applicable legislation and proof of the professional title of Nurse Specialist in Psychiatric and Mental Health Nursing, from the Ordem dos Enfermeiros (Portuguese Order of Nurses). The conformity to the originals may be attested by ESEL's services, in case of the application's submission in person.
- e) Simple photocopy of other qualifications certificates and academic and professional titles;
- f) A paper copy of the curriculum vitae duly dated and signed, and of the documents accompanying the application, and a digital copy (*USB stick*) in PDF format, fully organised, in accordance with the parameters, criteria and subcriteria for selection and serialisation contained in this notice, which will be published on the institutional site. The *USB stick* must contain all the application documents.

7.2. The *curriculum vitae* must be written in Portuguese.

- 7.3. To promote the most appropriate classification of the curricular elements, the candidates must organise the presentation of the curriculum fully and obligatorily in conformity with the operationalisation of the parameters, criteria, and subcriteria approved by the jury, which is a necessary condition for its evaluation, excluding anything that is not duly ordered.
- 7.4. It is the candidates' responsibility to provide documentary evidence, as much as possible, of the framework of all curricular elements presented associated to the subcriteria/criteria included in the evaluation system approved by the jury. The same curricular element can only be part of one subcriterion.
- 7.5. The supporting documents attached to the curriculum vitae must be presented in the original language in which they were issued and must be translated into Portuguese or English when these are not the original languages.
- 7.6. Whenever deemed necessary, the jury may request the candidates, by e-mail, to present the original supporting documents attached to the curriculum, as well as complementary documentation related to it.
- 7.7. Candidates who provide services to the Nursing School of Lisbon are exempt from presenting the documents that already exist in their individual files, and this fact must be expressly stated in the respective application.
- 7.8. Failure to present the supporting documents related to the curriculum submitted by the candidate implies the non-assessment of the elements that they should prove.
- 7.9. The documents submitted by the candidate shall be returned to them, at their request, one year after the end of the present tender, except if the competition has been subject to a judicial review.
- 7.10. Candidates who do not meet the admission requirements will be preliminarily excluded and will be notified of this intention via email, for the purpose of holding a hearing of the interested parties, under the terms of the Administrative Procedure Code.

## 8. Selection and Serialisation:

**Method, parameters, criteria and evaluation system** - The selection and serialisation of the candidates is carried out by means of a curricular evaluation method, based on the elements provided by the candidate in the *Curriculum Vitae* and is materialised in a classification obtained from

an evaluation system, established by the Jury, consisting of the following parameters, criteria, subcriteria and respective scores:

**P.1- The candidate's qualification (Q), evaluated on the basis of an assessment of their academic and training background (weighting of 0.10): -----**

	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
Weighting 0.1	P1) Qualification Candidate (Q)	1.1 Academic degrees and academic examinations carried out	Doctoral degree in Nursing	40	40
			Doctoral degree in another area and title of nursing specialist	30	
			Master's degree and Title of Nursing Specialist	15	
			Bachelor's Degree and Title of Nursing Specialist	5	
		1.2 Post-graduate completed education	Specialization Course in Psychiatric and Mental Health Nursing	20	30
			Other post-graduate courses	15	
		1.3 Critical Reflection about the contributions of the obtained qualifications, for the execution of the role and for the area of PMH Nursing			30
				100	

**P.1 - The candidate's qualification (Q), evaluated on the basis of an assessment of their academic and training background, considering the following criteria (weighting 0.1):**

**1.1 Academic degrees and obtainment of the title of nursing specialist** under Decree-Law No. 206/2009, August 31, as amended by Decree-Law No. 27/2021 (maximum 40 points):

*Note - In this criterion, only the subcriterion with the highest weight met by the candidate will be scored. In this parameter, only the courses already completed and duly certified by title or diploma will be considered.*

- |  |           |
|--|-----------|
| 1.1.1. Doctoral degree in Nursing  | 40 points |
| 1.1.2. Doctoral degree in another area and Title of nursing specialist (DL 206/2009) | 30 points |
| 1.1.3. Master's degree and Title of Nursing Specialist (DL 206/2009)                 | 15 points |
| 1.1.4 Bachelor's Degree and Title of Nursing Specialist (DL 206/2009)                | 5 points  |

**1.2 Post-graduate completed education** (maximum 30 points):

**1.2.1. Specialization Course in Psychiatric and Mental Health Nursing** 20 points

*Note - The specialization course leading to the attribution of the title of Nurse Specialist in Psychiatric and Mental Health Nursing by the Ordem dos Enfermeiros (OE) will be considered, verified by the professional license.*

**1.2.2- Other postgraduate courses** (maximum 15 points)

*Note - This sub-criterion only considers courses in the area of Psychiatric and Mental Health Nursing or in an area considered relevant to Psychiatric and Mental Health Nursing, attended in higher education institutions, duly documented by certificate or diploma with explicit indication of the number of ECTS or duration in hours, depending on the case. The matter of "relevance to Psychiatric and Mental Health Nursing" will, in case of doubt, be decided by a majority in a roll call vote by the jury members. Courses that have been scored at a previous point in this chart are not considered.*

•Courses ≥ 60 ECTS or ≥1500 hours

10 points/course

- Courses  $\geq 30$  ECTS and  $< 60$  ECTS or  $\geq 750$  hours and  $< 1500$  hours 5 points/course
- Courses  $\geq 12$  ECTS and  $< 30$  ECTS or  $\geq 300$  hours and  $< 750$  hours 2 points/course

**1.3 Critical Reflection** about the contributions of the obtained qualifications, for the execution of the role and for the area of PMH Nursing (30 points)

*Note - Only the content of the curriculum vitae (CV) unequivocally marked/highlighted as a critical reflection concerning this specific criterion with a maximum of 700 words, (please mark the exact number of words at the end of the reflection) will be considered. The text of this reflection should focus on the contributions of the obtained qualifications to the candidate's performance in the scientific departmental area of Psychiatric and Mental Health Nursing.*

**Exposure of ideas (0 - 5 points)**

*Note - Clarity and accuracy, variety and quality of language used, articulation and sequence of ideas*

**Relevance to the scientific departmental area of Psychiatric and Mental Health Nursing (0 - 10 points)**

*Note - Coherence of the course, relevance to the scientific departmental area of Psychiatric and Mental Health Nursing*

**Relevance to adjunct professor roles (0 - 15 points)**

**P.2 - Technical, scientific and professional performance of the candidate (DTCP), evaluated according to the assessment of work and activities with relevance to the scientific departmental area of Psychiatric and Mental Health Nursing (weighting of 0.25):**-----

	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion	
Weighting 0.25	P2) Technical, scientific, and professional performance (DTCP)	2.1 Scientific publications	Articles published in a scientific journal	30	30	
			Article in conference proceedings	10		
			Books and book chapters	12		
			Citations H Index	6		
			Reviewer in scientific journals	10		
		2.2 Science and technology dissemination actions	Oral presentation/Conference	15	20	
			Poster/Free presentation	7		
			Organizing/scientific committee of an event	8		
			Moderation or commentary at a scientific event	6		
		2.3 Participation in R&D projects	Participation in R&D unit project teams	20	20	
			Participation in scientific research projects within HEI or Health	20		
		2.4 Critical Reflection about the contributions of the technical and scientific activities mentioned, for the execution of the role and for the area of PMH Nursing				30

**P.2 – Technical, scientific, and professional performance of the candidate (DTCP), evaluated according to the assessment of work and activities with relevance to the scientific departmental area of Psychiatric and Mental Health Nursing, considering the following criteria (weighting of 0.25):**

*Note - In this criterion, only works of a technical and scientific nature in the area of Psychiatric and Mental Health Nursing, or with relevance to the area of Psychiatric and Mental Health Nursing, effectively published between 1 January 2012, and the application's deadline, will be considered. Candidates must group them in their curriculum according to the operationalisation of the present criterion. The matter of "relevance to Psychiatric and Mental Health Nursing" will, in case of doubt, be decided by a majority in a roll call vote by the jury members.*

## 2.1 Scientific publications (Maximum 30 points)

### 2.1.1. Articles published in a scientific journal (Maximum 30 points)

*Note - In the scope of this subcriterion, Quartile 1, 2, 3 and 4 journals are considered, as well as those indexed in other databases (the requirements of all journals are considered at the date of publication). It is up to the candidate to prove the Quartile <https://www.scimagojr.com/journalrank.php?year=2015&country=BR&type=j> Candidates should group the different publications according to the type of journal.*

- Article in which the candidate is the author or co-author, published in a Q1 and Q2 journal – 6 points / article  
*Note It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*
- Article in which the candidate is the author or co-author, published in a Q3 and Q4 journal – 4 points / article  
*Note It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*
- Article in which the candidate is the author or co-author, published in an indexed journal and not belonging to any of the previous quartiles. 2 points / article  
*Note It is up to the candidate to prove the indexation, through the respective link or by other unequivocal means.*

### 2.1.2. Article in conference proceedings (maximum 10 points)

*Note - "Conference proceedings" refers to the publication, with International Standard Book/Serial Number or DOI, of papers/presentations related to scientific events, the publication of which occurred between 1 January 2012 and the application deadline. Articles whose title is the same as another, already considered in this subcriterion, will not be considered.*

- Article published in conference proceedings 2 points / article  
*Note An article in "conference proceedings" is considered to be the publication of a presentation at scientific events, not including abstracts.*

### 2.1.3. Books and book chapters (Maximum 12 points)

*Note - New editions of the same book or chapter will not be considered, with the exception of revised and expanded editions. Publications and/or editions in conference proceedings will not be considered. It is up to the candidate to prove the edition, revision and expansion of the book or chapter.*

- Book chapters in which the candidate is the author or co-author – 3 points/chap.  
*Note - In this subcriterion, no more than three chapters per book will be considered.*
- Publication/coordination/technical review of books in which the candidate is the editor/coordinator/technical reviewer. 3 points/ book  
*Note - This subcriterion will also consider situations of co-editing/co-coordination/co-technical review.*

### 2.1.4 Citations H Index (maximum 6 points)

*Note - In this subcriterion, the value of the candidate's H index in Scopus H Index Evaluation system will be considered. This index must be obtained by the application deadline.*

- H index – number of points equal to the value of the candidate's H index.

### 2.1.5 Reviewer in scientific journals (maximum 10 points)

*Note - The score for this subcriterion is based on the number of scientific journals for which the candidate has been a reviewer of at least one article, from 1 January 2012 until the application deadline. It is up to the candidates to provide proof that they have made revisions for the indicated journals.*

- Reviewer in Q1 and Q2 journals 2 points/rev.
- Reviewer in Q3 and Q4 journals 1 point/rev.
- Reviewer in indexed journals 0.5 point/rev.

### 2.2 Science and technology dissemination actions (maximum 20 points):

*Note - Scientific events are considered to be congresses, conferences, colloquia and other similar activities of a technical and scientific nature, with a scientific committee, which have been publicly announced and have effectively taken place between 1 January 2012 and the application deadline. Only dissemination actions in the field of Psychiatric and Mental Health Nursing, or with relevance to the field of Psychiatric and Mental Health Nursing, will be considered. Candidates must group them in their curriculum according to the operationalisation of the present criterion. The matter of "relevance to Psychiatric and Mental Health Nursing" will, in case of doubt, be decided by a majority in a roll call vote by the jury members.*

#### 2.2.1. Oral presentation/Conference (Maximum 15 points)

*Note In this subcriterion, only invited papers or panel presentations that are included in the program of the scientific event, in person or remotely, will be considered. It is up to the candidate to provide proof of this activity and the fulfilment of these requirements. Activities carried out from 1 January 2012 until the application deadline are considered. Free paper and poster presentations will not be considered.*

- Oral presentation at an international scientific event 5 points/pres.
- Oral presentation at a national scientific event 3 points/pres.

#### 2.2.2. Poster/Free presentation (maximum 7 points)

*Note - In this subcriterion, only posters/free presentations, duly certified by the event's organization, carried out in person or remotely, from 1 January 2012 to the application deadline, will be accounted for. For counting purposes, the poster and its presentation, if any, will be considered together, only once. Candidates should group them accordingly.*

- Free presentation - author or co-author, presented at an international scientific event 2 points/pres.
- Free presentation - author or co-author, presented at a national scientific event 1 point/pres.
- Poster - author or co-author, presented at an international scientific event 1 point/ poster



<ul style="list-style-type: none"> <li>• Poster - author or co-author, presented at a national scientific event</li> </ul>	<p>0.5 point/ poster</p>
<p><b>2.2.3. Organizing/scientific committee of an event</b> (maximum 8 points)</p> <p><i>Note - In this subcriterion, scientific events that are duly certified, have been publicly announced and effectively occurred, in person or remotely, between 1 January 2012 and the deadline for submitting the application will be accounted for.</i></p>	
<ul style="list-style-type: none"> <li>• Participation in an organising or scientific committee of an international scientific event</li> <li>• Participation in an organising or scientific committee of a national scientific event</li> </ul>	<p>2 points/part. 1 points/part.</p>
<p><b>2.2.4. Moderation or commentary at a scientific event</b> (maximum 6 points)</p> <p><i>Note - In this subcriterion, only moderations and/or commentary duly certified by the event's organization, carried out from 1 January 2012, until the application submission deadline, will be accounted for.</i></p>	
<ul style="list-style-type: none"> <li>• Participation as moderator or commentator at a scientific event</li> </ul>	<p>1.5 points/part.</p>
<p><b>2.3 Participation in R&amp;D projects</b> (maximum 20 points)</p> <p><i>Note – Only R&amp;D projects in the area of Psychiatric and Mental Health Nursing, or with relevance to the area of Psychiatric and Mental Health Nursing, will be considered. The matter of "relevance to Psychiatric and Mental Health Nursing" will, in case of doubt, be decided by a majority in a roll call vote by the jury members.</i></p>	
<p><b>2.3.1. Participation in R&amp;D unit project teams</b> (maximum 20 points)</p> <p><i>Note - In this subcriterion, only research and development projects in which the candidate has participated from 1 January 2012 to the application deadline will be considered. They must be registered in a R&amp;D unit or be the result of a formal institutional partnership, and proof of this must be provided, issued by the competent services or bodies of the R&amp;D unit or host institution. Within the scope of the operationalization of this subcriterion, foreign institutions similar to FCT shall be considered for this purpose.</i></p>	
<ul style="list-style-type: none"> <li>• Principal researcher of a completed or ongoing R&amp;D project funded by FCT or another entity external to the higher education institution/research unit</li> <li>• Team member of a completed or ongoing R&amp;D project funded by FCT or another entity external to the higher education institution/research unit</li> </ul>	<p>16 points/ project 12.5 points/ project</p>

- Principal researcher of a completed or ongoing R&D project, not funded by FCT or another entity external to the higher education institution/research unit and with results published in a scientific journal 12 points/  
project

*Note - Candidates must unequivocally identify which publication substantiates the results of the research project.*

- Team member of a completed or ongoing R&D project, not funded by FCT or another entity external to the higher education institution/research unit and with results published in a scientific journal 9 points/  
project

*Note - Candidates must unequivocally identify which publication substantiates the results of the research project.*

**2.3.2. Participation in scientific research projects in the scope of HEIs or Health (maximum 20 points)**

- Participation in scientific research projects 5 points/  
project

*Note - In this subcriterion, only research projects in which the candidate has participated from 1 January 2012 until the application deadline will be considered. The projects must have resulted in publications in indexed scientific journals or presentations in a scientific event. Candidates must unequivocally identify which publication/presentation substantiates the results of the research project.*

**2.4 Critical Reflection** about the contributions of the technical and scientific activities mentioned, for the execution of the role and for the area of PMH Nursing (maximum 30 points)

*Note: only the content of the curriculum vitae (CV) unequivocally marked/highlighted as a critical reflection concerning this specific criterion with a maximum of 700 words, (please mark the exact number of words at the end of the reflection) will be considered. The text of this reflection should focus on the contributions of the technical and scientific activities mentioned to the candidate's performance in the scientific departmental area of Psychiatric and Mental Health Nursing.*

**Exposure of ideas (0 - 5 points)**

*Note - Clarity and accuracy, variety and quality of language used, articulation and sequence of ideas*

**Relevance to the scientific departmental area of Psychiatric and Mental Health Nursing (0 - 10 points)**

*Note - Coherence of the course, relevance to the scientific departmental area of Psychiatric and Mental Health Nursing*

**Relevance to adjunct professor roles (0 - 15 points)**

**P.3 – The candidate's pedagogical capacity (CP), assessed on the basis of an evaluation of the quality and extent of their previous teaching practice (weighting of 0.25):**-----

	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
Weighting 0.25	P3) Pedagogical capacity (CP)	3.1 Curricular units taught and the type of classes given	In the scientific departmental area of Psychiatric and Mental Health Nursing	30	30
			In other nursing and related areas	20	
		3.2 Production of teaching material and experience in the implementation of innovative techniques and methods to support teaching	Production or co-production of documents and other didactic materials	5	5
			Experience in the implementation of innovative techniques and methods to support teaching	5	
		3.3 Other pedagogical activity within the scope of education	Activity as trainer in courses or workshops in the area of mental health	35	35
			Organisation and management of the training activity of a healthcare institution or service	35	
3.4 Critical Reflection about the contributions of the referred pedagogical activities, for the execution of the role and for the area of PMH Nursing				30	

	100
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**P.3 – The candidate's pedagogical capacity (CP), evaluated on the basis of an assessment of the quality and extent of their previous teaching practice, considering the following criteria (weighting 0.25):**

*Note - Only the teaching activity, carried out in a Higher Education Institution (HEI) or Healthcare Institution and which occurred from 1 January 2017 until the application deadline, will be considered.*

**3.1 Curricular units taught and type of classes given (maximum 30 points)**

*Note - In the different modalities: theoretical (T), theoretical-practical (TP), practical-laboratorial (PL), seminar (S), fieldwork (TC), internship (E) and tutorial guidance (OT). The candidate must identify and provide evidence of the FTE percentage in each year in the HEIs. The matter of "Nursing and related areas" will, in case of doubt, be decided by a roll-call vote by the members of the jury.*

**3.1.1. In the scientific departmental area of Psychiatric and Mental Health Nursing**

10 points/ FTE

Teaching experience according to the percentage of FTE in HEIs in the area of Psychiatric and Mental Health Nursing (maximum 30 points)

**3.1.2. In other nursing and related areas**

5 points/ FTE

Teaching experience according to the percentage of FTE in HEIs in other Nursing and related areas (maximum 20 points)

**3.2 Production of teaching material and experience in the implementation of innovative techniques and methods to support teaching (maximum 5 points)**

*Note - The decision on the acceptance of the teaching material or pedagogical innovation, in case of doubt, will be made by the majority in a roll-call vote by the jury members.*

**3.2.1. Production or co-production of documents and other didactic materials** such as support texts, manuals, films and other documents used in the teaching activities

2.5 points/  
material

*Note - Only didactic materials produced or co-produced in relation to the curricular units taught will be considered.*

*The candidate is responsible for:*

- a) Attaching a copy of the produced material and the respective technical sheet proving its authorship or co-authorship; when this is not materially possible, a detailed description of the document or material should be made stating its scope, nature, objectives, content, and unequivocally explaining its didactic character;*
- b) Providing proof of the Curricular Units taught, to which the materials produced are related.*

*Basic informative elements such as sheets, guides, presentations/screens to support the lesson and assessment instruments of the CU, as well as re-editions of the same material or document will not be considered.*

**3.2.2. Experience in the implementation of innovative techniques and methods to support teaching**

2.5 points/ exp.

*Note - Only experiences in the implementation of innovative techniques and methods to support teaching related to the curricular units taught will be considered.*

*The candidate must provide a detailed description of the technique or method used.*

**3.3 Other pedagogical activity within the scope of education (maximum 35 points)**

*Note - The candidate must present proof of the Institution.*

**3.3.1. Activity as trainer in courses or workshops in the area of mental health (maximum 35 points)**

- Trainer in courses or workshops lasting  $\geq 35$  hours 5 points/  
training
- Trainer in courses or workshops lasting  $\geq 28$  hours and  $< 35$  hours 4 points/  
training
- Trainer in courses or workshops lasting  $\geq 14$  hours and  $< 28$  hours 3 points/  
training
- Trainer in courses or workshops lasting  $\geq 5$  hours and  $< 14$  hours 2 points/  
training
- Trainer in courses or workshops with duration  $< 5$  hours 1 point/  
training

**3.3.2. Organisation and management of the training activity in a healthcare institution or service (maximum 35 points)** 7 points/year  
up to 35

**3.4 Critical Reflection** about the contributions of the referred pedagogical activities, for the execution of the role and for the area of PMH Nursing (maximum 30 points)

*Note: only the content of the curriculum vitae (CV) unequivocally marked/highlighted as a critical reflection concerning this specific criterion with a maximum of 700 words, (please mark the exact number of words at the end of the reflection) will be considered. The text of this reflection should focus on the contributions of the referred pedagogical activities to the candidate's performance in the scientific departmental area of Psychiatric and Mental Health Nursing.*

**Exposure of ideas (0 - 5 points)**

*Note - Clarity and accuracy, variety and quality of language used, articulation and sequence of ideas*

**Relevance to the scientific departmental area of Psychiatric and Mental Health Nursing (0 - 10 points)**

*Note - Coherence of the course, relevance to the scientific departmental area of Psychiatric and Mental Health Nursing*

**Relevance to adjunct professor roles (0 - 15 points)**

**P.4 – Other relevant activities (OAR) to ESEL's mission, assessed on the basis of the evaluation of the singular activities developed by the candidate (weighting of 0.40):-----**

	Parameters	Criteria	Subcriteria	Maximum score per subcriterion	Maximum score per criterion
Weighting 0.4	P4) Other relevant activities to ESEL's mission (OAR)	4.1 Provision of services and consultancy	Technical reports on projects relevant to psychiatric and mental health nursing, promoted by public entities or associations	5	5
		4.2 Collaboration with HEIs	Committees and working groups in HEIs	5	5
		4.3 Professional, cultural, social and other activities considered relevant by the candidate and not included in the previous parameters	Experience of professional clinical practice in the area of PMH Nursing within the last 5 years	50	60
			Clinical supervisor to nursing students in the last 5 years	40	
			Positions and functions in an institution not classified as higher education	10	
Institutional committees and working groups not classified as higher education	10				

		Dissemination activities in the area of mental health targeted at citizens	10	
		Participation in decision-making bodies of scientific societies and professional organisations	10	
		Participation in decision-making bodies of cultural or civic associations and charities	5	
		4.4 Critical Reflection about the contributions of the other relevant activities to ESEL's mission, for the execution of the role and for the area of PMH Nursing		30
				100

**P.4 – Other relevant activities (OAR) to ESEL's mission, assessed on the basis of the evaluation of the singular activities developed by the candidate (weighting of 0.4):**

**4.1 Provision of services and consultancy (maximum 5 points)**

*Note - The candidate's participation must be duly proven by the public entity or association.*

Technical reports on projects relevant to psychiatric and mental health nursing, promoted by public entities or associations 2.5 points/  
report

**4.2 Collaboration with HEIs (maximum 5 points)**

*Note - The candidate's participation must be duly proven by the HEI.*

Committees and working groups in HEIs 2.5 points/  
committee

**4.3 Professional, cultural, social and other activities considered relevant by the candidate and not included in the previous parameters (maximum 60 points)**

*Note - The candidate must provide supporting documents from the institutions, taking into account the period of time considered in each subcriterion, when mentioned.*

**4.3.1. Experience of professional clinical practice in the area of PMH Nursing within the last 5 years (maximum 50 points)** 10 points/year

*Note - In the period from 1 January 2017 to the application submission date*

**4.3.2. Clinical supervisor to nursing students (maximum 40 points)**

*Note - Only supervision as a nurse in a clinical context and in the period from 1 January 2017 until the application submission date is considered*

• Clinical orientation for students, in the area of PMH Nursing 5 points/ stud.

• - Clinical orientation for students in other areas of Nursing 4 points/ stud.

**4.3.3. Positions and functions in an institution not classified as higher education (maximum 10 points)** 4 points/position

**4.3.4. Institutional committees and working groups not classified as higher education (maximum 10 points)** 3 points/com.  
or group

- 4.3.5. Dissemination activities in the area of mental health targeted at citizens** (maximum 10 points) 2 points/activ.
- 4.3.6. Participation in decision-making bodies of scientific societies and professional organisations** (maximum 10 points) 3 points/part.
- 4.3.7. Participation in decision-making bodies of cultural or civic associations and charities** (maximum 5 points) 5 points/part.

**4.4 Critical Reflection** about the contributions of the other relevant activities to ESEL's mission mentioned above, for the execution of the role and for the area of PMH Nursing (maximum 30 points)

*Note: only the content of the curriculum vitae (CV) unequivocally marked/highlighted as a critical reflection concerning this specific criterion with a maximum of 700 words, (please mark the exact number of words at the end of the reflection) will be considered. The text of this reflection should focus on the contributions of the other relevant activities to ESEL's mission mentioned above, for the candidate's performance in the scientific departmental area of Psychiatric and Mental Health Nursing.*

**Exposure of ideas** (0 - 5 points)

*Note: Clarity and accuracy, variety and quality of language used, articulation and sequence of ideas*

**Relevance to the scientific departmental area of Psychiatric and Mental Health Nursing** (0 - 10 points)

*Note: Coherence of the course, relevance to the scientific departmental area of Psychiatric and Mental Health Nursing*

**Relevance to adjunct professor roles** (0 - 15 points)

**9. Score Attribution:** The score for each parameter results from the sum of the scores obtained in the respective criteria, which, in turn, result from the scores achieved in the subcriteria that they integrate. In any of the cases, the score attributed may not exceed the maximum values established for the respective parameter, criterion or subcriterion.

**10. Final score:**

The calculation of the final score of the application will result from the following formula (where FS is Final Score):

Final Score = (0.1 Q + 0.25 DTCP + 0.25 CP + 0.40 OAR).

**10.1. The final classification (FC)** will be expressed on a scale of 0 to 20 points, fractioned to the hundredths, and results from the conversion of the final score (FS) to this scale.

**11. Publication of the evaluation system:** The minutes of the jury, containing detailed information on the operationalisation of the evaluation system of the parameters, criteria and sub-criteria, as well as

the classification grid, will be published in ESEL's style sites and on ESEL's webpage simultaneously with the publication of the present notice.

**12. Jury:** The Jury is composed of five effective elements and two substitutes, with the following composition:

**President:**

- Joaquim Manuel de Oliveira Lopes, Coordinating Professor at the Nursing School of Lisbon;

**Voting members:**

Patrícia Carla da Silva Pereira, Coordinating Professor at the Nursing School of Lisbon;

José Carlos Marques Carvalho, Coordinating Professor at the Nursing School of Porto;

Maria Isabel Dias Marques, Coordinating Professor at the Nursing School of Coimbra;

Maria Dulce Domingues Cabral de Magalhães, Coordinating Professor at the Nursing School São João de Deus, University of Évora.

**Substitute Members:**

- Olga Maria Ordaz Ferreira, Coordinating Professor at the Nursing School of Lisbon;
- Isabel Maria Abreu Rodrigues Fragoeiro, Coordinating Professor, Higher School of Health, University of Madeira

**13. Admission of applications:** after the deadline for the submission of applications, the Jury will proceed to verify the elements presented by the candidates, namely, if the necessary qualification requirements have been met and if all the documents required for the application have been presented.

**14. Exclusion of the application:**

**14.1 Reasons for the exclusion of applications:**

- a) Failure to present the documents required under the terms of this notice, or presenting them after the deadline, implies the exclusion of the application;

- b) The presentation of a false declaration and/or document implies immediate exclusion from the tender and the reporting to the competent entity for the purposes of criminal proceedings.

**15. Hearing of interested parties:** the candidates whose application is excluded shall be notified of this intention in advance, by email, for the purposes of holding a hearing of the interested parties, under the terms of the Administrative Procedure Code.

**16. Individual report:** Once the applications admission phase is concluded, the jury, based on the previously published evaluation system, will elaborate and approve a reasoned report on the evaluation of the curriculum of each candidate, which will include the respective final classification.

**17. Absolute merit:** All candidates who obtain a final classification, without rounding, of 12 points or more, will be considered to have passed by absolute merit.

**18. Ranking and tie-breaking of the candidates:**

- a) The candidates approved by absolute merit are ranked in descending order of the final classification obtained as a result of the application of the final evaluation system.
- b) In the event of a tie, the centesimal classifications will be used to rank the candidates and, if the equality persists, the following criteria will be applied in turn:
  - 1) Having obtained a higher score in the sum of the DTCP and OAR parameters;
  - 2) Having obtained a higher score in the OAR parameter;
  - 3) Having obtained a higher score in the DTCP parameter;
  - 4) Having obtained a higher score in the CP parameter;
- c) The candidates without absolute merit will be ranked in alphabetical order with an indication of the points obtained.

**19. Ranked list - Hearing of interested parties:** after approving the draft ranking list, with the serialisation of the candidates approved by absolute merit and the list of the candidates not approved by absolute merit, the jury will communicate it to them for the purposes of the hearing of interested parties. The draft list will become the final list if there are no complaints.

**20. Final ranking list:** after the hearing of interested parties, the final ranking list once approved will be published in the 2nd Series of Diário da República, posted in ESEL's style sites and made available on ESEL's website.



**21 Consultation of the process:** the tender process can be consulted by the candidates who request it, by appointment via email [recursoshumanos@esel.pt](mailto:recursoshumanos@esel.pt), in the Human Resources Division of ESEL, located in Av. Prof. Egas Moniz, 1600-190 Lisbon, during the normal working hours, from 10 am to 12 pm and from 2 pm to 4 pm.

**22.** All notifications to the candidates within the scope of the present tender will be made by e-mail to the e-mail address indicated by the candidate, with receipt of delivery of the notification.

**23.** This tender will also be published on BEP (public employment exchange), on the internet site for the Fundação para a Ciência e a Tecnologia I.P., in Portuguese and English, and on ESEL's website, under the terms of article 29-B of ECPDESP.

**24.** The provisional ranking lists, as well as the definitive list of admissible applications and the provisional list of approval in absolute merit are published in ESEL's style sites and website.

**25.** In compliance with paragraph h) of Article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunity between men and women in the access to employment and professional progress, scrupulously taking steps to avoid all forms of discrimination.

Lisbon, 25 March 2022

The President of ESEL

(Coordinating Professor João Carlos Barreiros dos Santos)