

UNIVERSITY OF PORTO

NOTICE NO. 1409/2024

Doctor Ana Maria Cunha Ribeiro dos Santos Ponces Camanho, Associate Professor with habilitation at the Faculty of Engineering of the University of Porto, Vice-Rector of the same University:

I make it known that, by my order of August 26, 2024, in the use of powers delegated by Order no. 9493/2022, published in the *Diário da República*, 2nd series, no. 148 of August 02, for a period of 30 (thirty) days useful starting from the day immediately following the publication of this notice in the *Diário da República*, a documentary competition is opened for the recruitment of an Assistant Professor for the disciplinary area of Dental Medicine, to carry out duties at the Faculty of Dental Medicine of this University.

If the application deadline ends on a day when University of Porto services are closed, the business day immediately following is considered.

1 - Applicable legal provisions

Articles 37 to 51, 61 and 62-A, of the University Teaching Career Statute (ECDU), republished by Decree-Law nº 205/2009, of August 31, and amended by Law nº 8 /2010, May 13; and Regulation of Competitions for the Recruitment of Full, Associate and Assistant Professors at the University of Porto (hereinafter referred to as Regulation), approved by Order no. 12913/2010, published in the *Diário da República*, 2nd series, no. 154, of August 10th and amended by Deliberation (extract) no. 380/2019, published in the *Diário da República*, 2nd series, no. 64, of April 1st.

2 - Administrative admission requirements for the tender

Pursuant to article 41-A of the ECDU, only those who hold a Doctorate degree may be admitted to this tender.

If the doctorate was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, in accordance with the provisions of Decree-Law No. 66/2018,

published in the Diário da República, 1st series, nº 157, of August 16th. This formality must be completed by the application deadline.

3 - Approval on absolute merit

3.1. If there are no grounds for rejecting the candidatures, the Jury will decide on their approval or non-approval on absolute merit, by justified roll call vote, with abstentions not permitted.

3.2. A candidate who is approved by an absolute majority of the voting jury members is considered approved on absolute merit.

3.3. Approval based on absolute merit of the candidate depends on the possession of an overall curriculum that the jury considers to have scientific and pedagogical merit, research capacity and activity carried out compatible with the disciplinary area for which the tender was opened and, as a result, appropriate to perform duties in the category of assistant professor, as documented in the respective information presented to the tender.

3.4. For the purposes of the evaluation referred to in the previous point, the vote in favor of approving candidates on absolute merit must be based on the cumulative compliance on the following criteria of a qualitative and quantitative nature:

1 - Hold a Doctorate degree in the subject area of Dental Medicine.

2 – Have a relevant scientific curriculum in the field of Pediatric Dentistry and Public Health and that meets the following minimum requirements:

a) Have published at least 5 scientific articles in the area of knowledge relevant to Dental Medicine, in a journal indexed by the Web of Science Core Collection (WoS CC) and with an impact factor in the Journal Citation reports (JCR) or indexed by Scopus and with SCImago Journal Rank Indicator (SJR).

b) Have coordinated or participated in a research team for Research Projects.

c) Have had responsibilities in pre-graduate and/or post-graduate training with completed guidance/co-orientation, in the field of Pediatric Dentistry and Public Health.

3 – Hold the title of Specialist in Pediatric Dentistry by the Portuguese Order of Dentists.

4- Have proven professional experience in the clinical area of Pediatric Dentistry for more than 5 years.

4 - Assessment and ranking on relative merit

Once the approved candidates on absolute merit have been definitively identified, they are ranked according to relative merit, based on the ranking aspects and criteria, respective weighting and final valuation system, established in accordance with the provisions of no. 6 of article 50 of the ECDU and article 16 of the Regulation.

4.1. Assessment methodology

Candidates approved on absolute merit are subject to a curricular assessment, which may be complemented by a public presentation hearing, aimed at clarifying aspects related to the curriculum, taking into account the general functions assigned to university professors by article 4 of the ECDU, focusing on the aspects and respective criteria identified below.

4.2. Assessment aspects

Without prejudice to the minimums identified in the paragraphs of point 3.4 of this Announcement, the evaluation of candidates focuses on the following aspects and Plan, and must highlight the curricular aspects in the disciplinary area for which the call was opened, with special focus on the specific field of Pediatric Dentistry and Public Health:

- a) Scientific Merit Strand (VMC);
- b) Pedagogical Experience and Merit Strand (VEMP);
- c) Other activities relevant to the mission of the higher education institution; (VOAR)
- d) Scientific and pedagogical career development plan (PCPDC).

4.3. Rating criteria

The criteria to be taken into consideration when evaluating each of the evaluation and Plan aspects identified in the previous point and the weighting to be given to each of them in the final classification are as follows:

4.3.1. Criteria for evaluating the Scientific Merit (VMC) strand – 50%:

The assessment of candidates' merit, in this aspect, will have a weighting of 75% of the last 5 years and 25% for the remaining years of activity, and will consist of measuring the following parameters:

VMC1 – Scientific Production

The evaluation of this parameter must take into account Publications (books and book chapters, full articles and conference proceedings, and communications/posters at conferences), as well as their impact and recognition provided by the scientific community, in the disciplinary area for that the competition is open, with special relevance to Pediatric Dentistry and Public Health. In this parameter, the quantity and quality of published works must be considered, valuing articles published in peer-reviewed journals, which are included in the Web of Science Core Collection (WoS CC) and have an impact factor in the Journal Citation reports (JCR), i.e. indexed by Scopus, with SCImago Journal Rank Indicator (SJR), and also the number of citations.

VMC2 – Postgraduate training in the field of Public Health

Postgraduate training in the field of Public Health should be valued, according to the degree of the study cycle.

VMC3 – Carrying out Projects and Establishing Scientific Teams

Coordination and participation in scientific projects: the quality and quantity of scientific projects in which the candidate participated and the results obtained in them will be considered. Constitution of scientific teams in the area of Dental Medicine, with special relevance to Pediatric Dentistry and Public Health: the ability to generate and organize scientific teams and conduct research projects, valuing the results obtained, will be appreciated.

VMC4– Student orientation activity

It must evaluate the number of student orientations completed, with special relevance in the field of Pediatric Dentistry and Public Health.

VMC5 – Participation in academic and other exam juris

Participation in juries of academic examinations will be valued, particularly postgraduate ones, as well as the roles of President and Main Examiner, in the area of Dental Medicine, with special relevance to Pediatric Dentistry and Public Health.

VMC6 – Intervention in the scientific community

The quantity and quality of intervention in the scientific community will be evaluated, namely participation in scientific committees, the organization of scientific events, the editing of journals (as a member of the editorial committee or as a reviewer), the presentation of courses or lectures by invitation and the awards, in the area of Dental Medicine, with special relevance to Pediatric Dentistry and Public Health. The postgraduate scientific training of candidates in this field of knowledge will also be considered.

4.3.2. Criteria for evaluating the Pedagogical Experience and Merit (VEMP) strand – 30%

The assessment of candidates' merit, from this perspective, will weight 75% of the last 5 years and 25% for the remaining years of activity, and will consist of measuring the following parameters:

VEMP1 - Teaching activity with special relevance to Pediatric Dentistry and Public Health

The quantity, quality and diversity of teaching at pre- and postgraduate level will be valued, based, whenever possible, on methods of objective pedagogical assessment, and the coordination of courses, study cycles, curricular unit management, lecturing, the number of curricular units lectured and the respective number of students, and the results of pedagogical surveys. The postgraduate pedagogical training of candidates will also be considered.

VEMP2 - Other academic and extracurricular activities

The monitoring of students in extracurricular activities is considered, as well as lecturing and monitoring students in other courses in the area of Health.

VEMP3 - Pedagogical Projects and Pedagogical Material produced

The quality and quantity of pedagogical projects and pedagogical material produced by the candidate will be evaluated, with special relevance to Pediatric Dentistry and Public Health, as well as pedagogical publications in prestigious journals or conferences, awards or other distinctions.

4.3.3. Criteria for evaluating the Other Activities Relevant to the mission of the higher education institution (VOAR) - 10%

VOAR1 – Management Activities at the Institution

Participation in academic management activities, committees and institutional representation functions will be assessed.

VOAR2 – Provision of services to the community

The provision of services to the community, in the area of Dental Medicine, is considered from the perspective of reciprocal appreciation, as well as participation in associations, foundations or companies, whether profit or non-profit, which results in clear benefits for the community and the institution of higher education.

VOAR3 – Clinical and/or laboratory functions duly proven

The performance of duly proven clinical and/or laboratory functions will be valued, particularly in the field of Pediatric Dentistry and Public Health.

4.3.4. Scientific and Pedagogical Career Development Plan (PCPDC) - 10%

PCPDC – Scientific-pedagogical career development plan that the candidate proposes to develop in the disciplinary area for which the call is open, with special relevance to Pediatric Dentistry and Public Health, valuing its commitment with the mission of the Institution and Dental Medicine. The Plan must respond to the considerations made in paragraph f) point 6.2 (Application instructions).

5 - How the jury works

5.1. Candidate scores

Each member of the jury makes a reasoned assessment, scoring each candidate in relation to each aspect, on a scale of 0 to 100 points, rounded to the nearest tenth, taking into account the criteria approved for each of the strand with an adjusted degree of demand to the rank of Assistant Professor.

5.2. Public Hearing

The jury has the possibility to hold a public hearing, under the same circumstances, for all candidates approved on absolute merit, with the purpose of clarifying in person evaluation elements from the documentation submitted by the candidate.

If there is a need to hold these public hearings, they will take place between the 30th and the 70th day following the deadline for submission of applications. All candidates will be informed by email at least ten working days in advance of the date and place where these public hearings will take place.

5.3. Final Result

The Final Result (RF) of the evaluation of each candidate by each member of the jury is calculated using the weighting formula of the various curricular strand:

$$RF = (0.50 \times VMC) + (0.30 \times VEMP) + (0.10 \times VOAR) + (0.10 \times PCPDC)$$

which reflects the weights associated with each strand, shown in Table 1.

Table 1. Weights of the assessment aspects and criteria in each strand:

Strand (0-100)	Weight	Criteria (0-100)	Weight
Scientific Merit (VMC)	0.5	VMC1 – Scientific Production	0.35
		VMC2 - Postgraduate training in the field of Public Health	0.2
		VMC3 – Carrying out Projects and Establishing Scientific Teams	0.1
		VMC4 – Student guidance activity	0.2
		VMC5 – Participation in academic and other exam juries	0.1
		VMC6 – Intervention in the scientific community	0.05
Pedagogical Experience and Merit (VEMP)	0.30	VEMP1 – Teaching activity with special relevance to Pediatric Dentistry and Public Health	0.5
		VEMP2 – Other academic and extracurricular activities	0.25
		VEMP3 – Pedagogical Projects and Pedagogical Material produced	0.25
Other activities relevant to the institution's mission (VOAR)	0.10	VOAR1 – Management Activities at the Institution	0.6
		VOAR2 – Provision of services to the community	0.2
		VOAR3 - Clinical and/or laboratory functions duly proven	0.2

Scientific and Pedagogical Plan for Career Development (PCPDC)	0.10	PCPDC – Scientific and Pedagogical Plan for Career Development	1.0
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Following the individual reasoned assessment, each member of the jury creates their ordered list of candidates, with which they participate in the votes that lead to the decision and the final ordering of the candidates in accordance with point 4. It is not possible for there to be a tie between candidates in the final classification.

5.4. Jury deliberations

5.4.1 Any deliberation will result from article 17, no. 12, of the Regulation, applicable under article 83-A of the ECDU, which determine its approval with a view to implementing the rules of that legal diploma covering the procedural processing of tenders namely the evaluation and final classification system.

Therefore, under the terms of article 17, no. 12 of the aforementioned Regulation, the jury will deliberate through a nominal vote based on the selection criteria adopted and published for the approval and ordering of candidates, with an absolute majority of the votes of the members required. present for any deliberation, abstentions are not permitted.

5.4.2. Serialization methodology

In the various votes, each member of the jury must respect their order list, observing the following:

- a) the first vote is intended to determine the candidate placed in 1st place, counting the number of votes that each candidate obtained for that place;
- b) if a candidate obtains an absolute majority of votes for 1st place, they are placed in the respective position and are removed from the ballot, starting the procedure to choose the candidate who will occupy 2nd place;
- c) if no candidate obtains an absolute majority of votes for 1st place, a new ballot begins only among the candidates who obtained votes for 1st place, after the candidate with the least votes for that place in the vote has been removed previous;

d) if there is a tie between two or more candidates in the least voted position, a tiebreaker vote will be held only between them, counting the number of relative first positions of each one, with the least voted being removed;

e) if there is a tie between two or more candidates in the least voted position, but the number of candidates tied in the least voted position has been reduced, in relation to the previous round of voting, a new tiebreaker vote will be held only between the candidates tied for the least voted position, counting the number of relative first positions for each one, with the least voted candidate being removed;

f) if a tie remains between two or more candidates in the least voted position, without the number of candidates tied in the least voted position having been reduced, in relation to the previous round of voting, the tie is broken through the casting vote of the President or by exercising the tie-breaking vote, as the case may be, with the candidate voted for by the President being chosen to take part in the subsequent vote for the same place;

g) if there is a tie when there are only two or more candidates left for 1st place, the tie is broken by means of a casting vote or tie-breaking vote by the President, as applicable, who designates the candidate chosen for 1st place;

h) the candidate for 1st place is chosen, he/she leaves the voting and the selection procedure begins for the candidate to be placed in 2nd place, repeating the process referred to in the previous paragraphs for the subsequent places until a single list is obtained order of all candidates.

6 - Submission of applications

6.1. Delivery of applications

The application must be submitted exclusively on the FMDUP website, at the following address: https://sigarra.up.pt/fmdup/pt/CNT_CAND_GERAL.CONCURSOS_LIST, by the deadline.

6.2. Application Instruction

a) Application request (personal data and declarations), presented in digital format fully completed, dated and signed, in accordance with the mandatory use form, available at:

https://sigarra.up.pt/up/pt/conteudos_geral.ver?pct_pag_id=1004282&pct_parametros=p_pagina=1004282&pct_grupo=3123&pct_grupo=2013&pct_grupo=2015&pct_grupo=2461#2461 ;

- b) Copy of the candidate's doctoral certificate or diploma, except in cases in which the doctoral degree was awarded by the University of Porto;
- c) Proof of recognition of the PhD awarded by a foreign higher education institution, by a Portuguese higher education institution (if applicable);
- d) Curriculum Vitae, containing all relevant information for evaluating the application taking into account the selection and ranking criteria contained in point 4.3 of this Announcement and the structure must comply with the order defined in the Announcement for the aspects and evaluation criteria;
- e) A copy of each of the works/activities mentioned in the CV presented, which allows the verification and evaluation of the criteria set out in points 3.4. and 4.3. of this notice, and candidates must highlight up to 5 (five) of those they consider most representative, particularly with regard to their contribution to the development and progress of the disciplinary area in which the tender is open, with special focus on the specific field of Pediatric Dentistry and Public health;
- f) Scientific and Pedagogical Career Development Plan, relating to scientific and pedagogical activities within the mission of the institution/department that the candidate proposes to develop during the first five years, in the disciplinary area in which the tender is open, with special relevance in the specific domain of Pediatric Dentistry and Public Health, complying with the following requirements: presentation of a scientific project, specifying the main problems to which it intends to dedicate and/or continue its future research, contextualizing them in the current state of the art in these areas, and describing , in a systematic and succinct way, the research strategies that the candidate proposes to adopt, to develop their scientific activity and resolve or contribute to the resolution of the problems they have stated; presentation of a pedagogical project, specifying how it can contribute to the progress and development of the disciplinary area for which the competition is open; explanation of the reasons and motivations for their choices, and their contribution to fulfilling the institution's mission, including the international dimension.

6.3. Each of the documents indicated in paragraph e) of point 6.2. The tender Announcement must be submitted in an individual file and in full version in the Sigarra system. Documents can be integrated into folders in a compressed format (zip, rar, 7z) but it is necessary to consider the system limit for uploading, which is set at a maximum of 720MB per file or compressed folder.

Each application can submit several compressed files or folders, each with a limit of 720 MB, and the total number of compressed files/folders submitted is not limited.

6.4. For the purposes of evaluating applications, any documents whose access is provided through links will not be considered, with the exception of those that refer to publications with DOI, maintaining, however, the obligation to submit these same documents in the Sigarra system, as defined in point 6.3. above.

6.5. The documents mentioned in point 6.2. must be submitted, preferably, in a non-editable format.

6.6. Failure to comply with the provisions of 6.1. determines the exclusion of the candidacy.

6.7. Failure to present or submit the documents referred to in paragraphs a) to f) of paragraph 6.2 after the deadline will result in the application not being accepted.

7 - Notifications and hearing of interested parties

7.1. The Human Resources Service of the Center for Common Resources and Services of the University of Porto will notify candidates of the order of administrative admission or non-admission to the tender, which will be based on compliance or non-compliance with the requirements set out in current legislation and no. 2 of this Announcement, and the conditions established regarding the application instructions referred to in no. 6.2.

7.2. There is a prior hearing, in accordance with the provisions of articles 121 and 122 of the Code of Administrative Procedure, of candidates not admitted, either administratively or on absolute merit, and of candidates placed in place of the ordered list that does not guarantee the provision in the competitive job position. The approval of the jury's final deliberation will be communicated to all candidates.

7.3. The notifications will be sent by email, pursuant to article 112, no. 1, subparagraph c) and article 113, no. 5 of the CPA.

The deadline for candidates to comment in writing is ten working days.

8- Composition of the Jury

President:

Professor Doctor Paulo Rui Galvão Ribeiro de Melo, Director and Full Professor of the Faculty of Dental Medicine of the University of Porto, by delegation of competence, Order No. 10079/2024, published in the *Diário da República*, 2nd series, no. 166, of August 28.

Vowels:

Paula Faria Marques, Full Professor, Faculty of Dental Medicine, University of Lisbon;

Mário Bernardo, Full Professor, Faculty of Dental Medicine, University of Lisbon;

Nélio Jorge Veiga, Associate Professor at the Portuguese Catholic University;

Maria Cristina Pinto Coelho Mendonça de Figueiredo Pollmann, Associate Professor with habilitation, Faculty of Dental Medicine, University of Porto;

Maria de Lurdes Ferreira Lobo Pereira, Associate Professor with Aggregation, Faculty of Dental Medicine, University of Porto.

9 - Other provisions

Joint Order No. 373/2000, of March 31, from the Minister for State Reform and Public Administration and the Minister for Equality, determines that entry and access competitions must include the following mention:

“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 taking measures to avoid any and all forms of discrimination.”

In this sense, the terms “candidate(s)”, “teacher(s)” and other similar terms are not used in this notice to refer to people’s gender.

Likewise, no candidate may be privileged, benefited, harmed or deprived of any right or exempt from any duty due to, in particular, ancestry, age, sexual orientation, marital status, family situation, economic situation, education, origin or condition social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs.

August 26, 2024. – The Vice-Rector, Professor Ana Maria Cunha Ribeiro dos Santos Ponces Camanho