



Republic of the Philippines  
**Department of Education**  
 CARAGA REGION  
 SCHOOLS DIVISION OF BISLIG CITY



**June 15, 2023**

DIVISION MEMORANDUM

No. 319, s. 2023

**CALL FOR NOMINATION TO JICA'S YOUNG LEADERS PROGRAM**

To:

Public Schools District Supervisors  
 School Principals/Heads of Public Elementary & Secondary Schools  
 All Others Concerned  
 This Division

- The **Japan International Cooperation Agency (JICA)** announces its regular scholarship offering titled, "JICA Knowledge Co-creation Program: Young Leaders" with the following course details:

<b>Course Title</b>	JICA Knowledge Co-creation Program: Young Leaders Primary/Secondary Education (Education Administration)
<b>Course Schedule</b>	July 11-28, 2023
<b>Modality</b>	Face to Face
<b>Target Participants</b>	Central or local government officers engaged in primary/secondary education administration
<b>No. of Slots</b>	13 slots for Philippines (This program is offered to all government offices, GOOCs, and NGOs)

- This division is open to one nomination of the following: principal, assistant principal, teacher-in-charge, head teacher, SHS focal person, master teacher with the following qualifications and documentary requirements:

<b>Qualifications</b>	<b>Documentary Requirements</b>
a. Filipino Citizen	1. Updated Personal Data Sheet
b. Must be 20-35 years old at the time of the training (as required by JICA)	2. Screening Form (via Google Form)
c. Must be computer literate	3. Rated IPCRF for the past two years
d. Must be able and willing to utilize course learning as well as share them with others upon completion of the program	4. Endorsements from the head of office
e. Must hold a permanent appointment	a. Endorsement from the Schools Division Office through the Office of the SDS
f. Must have no pending administrative and/ or criminal offense	b. Nomination letter from the Regional Director or her duly representative (thru the HRDD Chief)
	5. Certification of Outstanding Accomplishments signed by the applicant's immediate supervisor



**Address:** Herculano Basañez Blvd., Villa Josefa Subdivision, Government Complex, Poblacion, Bislig City

**Telephone No.:** (086) 853-7403

**E-mail Address:** bislig.city@deped.gov.ph

**Website:** deped.bislig.site

g. Must have a college degree and /or sufficiently demonstrated ability and experience related/relevant to the course he/she is applying for	<p>Additional requirements by JICA:</p> <ol style="list-style-type: none"> <li>1. Young Leaders Application Form</li> <li>2. Additional Required Data Form</li> <li>3. Inception Report</li> <li>4. Young Leaders Certification</li> <li>5. Official Service Record</li> <li>6. Photocopy of Passport</li> <li>7. A one-page "As a young leader, what can I do to help my country? Essay (1 page, A4 size, 1.0 spacing, Arial 11)</li> <li>8. Medical Certificate</li> <li>9. Valid Original NBI Clearance</li> </ol> <p>All JICA forms may be downloaded through this link:  <a href="https://bit.ly/JICAYLReqs">https://bit.ly/JICAYLReqs</a></p>
h. Must have a good command of English language (spoken and written)	
i. Must have professional development needs aligned with the KRAs of the organization	
j. Must have outstanding accomplishments related/leading to the program applied for	
k. Must have no pending nomination for scholarship in another program/course or have already rendered the required service obligation for scholarship previously enjoyed.	
l. Must be physically fit	
m. Must be a holder of a valid passport (valid for at least 6 months from the date of travel)	
n. Should not have, in principle, stayed in Japan	

3. The required documents shall be scanned in one (1) pdf and submitted to HRD office thru Mr. Joemico M. Nuñez through [joemico.nunez@deped.gov.ph](mailto:joemico.nunez@deped.gov.ph) on or before June 16, 2023 for validation purposes.
4. The uploading of required documents and the Participant Nomination Form of the final nominees via Google form at <https://bit.ly/JICAYoungLeaders>.
5. For further inquiries and clarification, you may contact Mr. Joemico M. Nuñez, EPSp II, HRD thru mobile number 09951913682 or email at [joemico.nunez@deped.gov.ph](mailto:joemico.nunez@deped.gov.ph).
6. Immediate dissemination of this Memorandum is highly desired.

  
**GEMMA A. DE PAZ**  
 OIC-Schools Division Superintendent

Ecl.: As stated

Reference: RM No. 0478, s. 2023

To be indicated in the Perpetual Index

Under the following subjects:

LEARNING AND DEVELOPMENT    SCHOLARSHIPS

SGOD/JMN  
06/15/2023



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