



Tanggapan ng Kalihim
Office of the Secretary

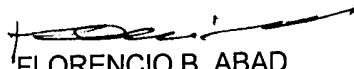
MAY 24 2005

DepED MEMORANDUM
No. 157 s. 2005

2005 NATIONAL SEARCH FOR THE MOST OUTSTANDING ALTERNATIVE LEARNING
SYSTEM (ALS) MOBILE TEACHER

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents

1. The Department of Education (DepED), through the Bureau of Alternative Learning System (BALS) announces the National Search for the Most Outstanding ALS Mobile Teacher.
2. The Search seeks to give due honor to the Mobile Teacher as a noble professional by recognizing his/her exemplary performance, dedication and outstanding achievements in the promotion of literacy among the deprived, depressed and underserved populace.
3. The Regional Office shall nominate one (1) regional entry who will be chosen from among the Mobile Teachers in the divisions. A Letter of Nomination shall be sent to the BALS on or before June 22, 2005. The guidelines for nomination and selection and the nomination and rating forms for the Search are enclosed.
4. The expenses to be incurred in the conduct of the National Search inclusive of the board and lodging of the Mobile Teacher awardee will be charged against the Literacy Coordinating Council (LCC) in the amount of Two Hundred Ninety-Eight Thousand Pesos (PhP298,000.00).
5. There will be only one National Winner for the Search. The BALS shall shoulder the transportation expenses, per diem and the cash gift of the National Most Outstanding ALS Mobile Teacher in the amount of Thirty Thousand Pesos (PhP30,000.00)
6. The National Winner for the Search shall be awarded during the National Literacy Awards conducted by the LCC in coordination with the Bureau of Alternative Learning System.
7. Expenses relative to the conduct of the abovestated activities are subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.


FLORENCIO B. ABAD
Secretary

Encls.: As stated

Reference: DepED Memorandum: No. 46, s. 2004

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

NONFORMAL EDUCATION
PRIZES or AWARDS
SEARCH
TEACHERS

Reformatted: Sally-(ALS)
May 5, 2005

**GUIDELINES FOR THE NOMINATION AND SELECTION OF THE
2005 NATIONAL SEARCH FOR THE MOST OUTSTANDING
ALTERNATIVE LEARNING SYSTEM (ALS) MOBILE TEACHER**

I. NOMINATION PROCEDURES

Division Level:

- The Division Office conducts paper qualification evaluation, personal interview and performance evaluation in the place of work of all applicants.
- The Division Office determines one (1) division winner.
- The Division winner is nominated by the Schools Division Superintendent.
- The Division nomination letter is submitted to the Regional Director.

II. Regional Level:

- The Regional Office shortlists the nominees based on the documents submitted, and where feasible, conducts interviews and performance validation at the workplace.
- The Regional Office determines one (1) regional winner and submits a nomination letter signed by the Regional Director to the BALS on or before June 22, 2005.
- The BALS Director endorses the regional nominees to the National Search Committee.

III. SELECTION PROCEDURES:

Division, Regional, National Level:

- The selection procedures implemented by the National Literacy Awards (NLA) at all levels will be adopted for the 2005 ALS Mobile Teacher Exemplary Service Award.
- The Evaluation Criteria will cover the following items:
 - A. Personal Attributes – 30%
 - B. Competence – 60%
 - C. Professional Development – 10%
- However, there will be one (1) national winner declared for this Award.
- The decision of the Final Board of Judges is final and executory.

III. Requirements

1. The duly accomplished Nomination Form shall be certified/endorsed by the reputable persons representing various levels namely the School Principal, the ALS Division Supervisor and the Schools Division Superintendent.
2. Copy of the original supporting documents specified in the Criteria for the National Search shall be submitted to the BALS.
3. The National search nominee's documents should be sent on or before the end of May of the year to:

The Director IV
Bureau of Alternative Learning System
Department of Education
3rd Floor, Mabinin Bldg., DedED Complex
Meralco Avenue, Pasig City

Attention: **The Chief, Literacy Division**

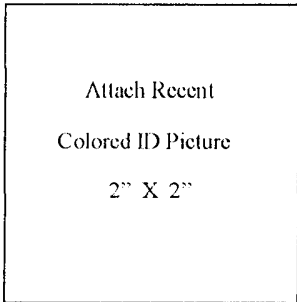
B. Calendar

Schedule of Activities

Activity	Inclusive Dates
▪ Selection of the Regional Nominee by the ALS Division	May 2005
▪ Submission of the Regional nominee to BALS for the National Search	June 22, 2005
▪ Shortlisting of 17 Regional nominees to 5 Contenders	June 23 – July 27, 2005
▪ Deliberation on the 5 Shortlisted national contenders	July 28-29, 2005
▪ Site validation and selection by the Final Board of Judges	August 2005
▪ National Literacy Awards	September 2005

Nomination Form A

**NOMINATION ENTRY FOR THE
2005 SEARCH FOR THE MOST OUTSTANDING
ALTERNATIVE LEARNING SYSTEM (ALS)
MOBILE TEACHER**



Region : _____ **Division:** _____ **District:** _____

General Instruction: Please type all entries in the form, use additional sheet if necessary.

I. PERSONAL DATA

Name: _____ Age: _____ Sex: _____
(Surname/Given Name/Middle Name)

Date of Birth: _____ Civil Status: _____ Birth Place: _____

Home address _____
(No., Street, Municipality, Province/City)

Telephone Number: Office: _____ E-mail: _____
Residence: _____ Cellphone No.: _____

II. PERSONAL ATTRIBUTES

- A. Participative Leadership
- B. Creativity, Flexibility and Adaptability
- C. Resourcefulness
- D. Critical Judgment/Dedcision Making
- E. Good Interpersonal Relations
- F. Exemplary Conduct

➤ Cite the personal attributes stated above demonstrated both in private and public life. Cite instances illustrating his/her dedication to service.
(Attachments – Signed Testimonies of Field Officials and Certification of Good Moral Character by the School Head/Principal)

III. COMPETENCE

- A. Prepares and implement activity plan with corresponding strategies and monitors implementation/milestones of planned activities
- B. Anticipates problems/issues related to programs and works for their solution
- C. Active involvement/participation in community activities
- D. Utilizes creative and innovative strategies in implementing his/her programs and projects
- E. Made at least 75% of illiterate beneficiaries basically literate
- F. Practices resourcefulness in generating/mobilizing program resources
- G. Involves partners and stakeholders in preparing evaluation tools for evaluation
- H. Adapts quality and high work standards
- I. Makes wise decisions based on systematic analysis of problems and issues
- J. Maintains continuous communication with clients, peers, project managers and all people involved in program/project implementation

- Cite activities undertaken showing evidences of the different indicators competencies stated above.

Attachments:

- **Certified Rating on Job Performance** by the School Head/Principal in charge of the Mobile Teacher (Certified Performance Rating Sheet - past 2 years)
- **Nominee's Narrative Essay** on significant experiences especially in dealing with problems encountered as a Mobile Teacher. (Corroborating Testimonies/Certification attested by the Division ALS Supervisor)
- **Community Development** (The nominee's relationship with and contributions to the community signed testimonies of barangay leaders, LGUs, Nominee's Picture in community development work; - Statistical Data - Signed Testimonies by Community Folks Benefited)
- **Impact on the Learners** (Enumerate and describe the notable effects of the Nominee's performance on the Life of the Learners - Learners Pictures with the nominee, Statistical Data on the Learner's gains, Signed Testimonies of the Learners to prove the nominee's effectiveness in implementing ALS Programs which has impact in the life of the learners.

N.B. Signed Testimonies which were written in the mother's tongue should be translated in English or Filipino by the nominee.

IV. PROFESSIONAL DEVELOPMENT

A. Educational Background

	Name of School	Inclusive Year	Degree Earned
Elementary			
Secondary			
Vocational			
Tertiary			
Graduate			

(Certified Copy of Diploma/)

B. Appointment/Designation

Item (Number)	Date of Appointment .	Status	Remarks

(Certified Copy of Appointment, Designation Papers)

C. Service Record

Position Held	Name of School/Office	Period Covered	Status

(Certified Copy of Service Record)

D. In-Service Training Attended

Title of Training	Conducted by	Inclusive Dates	Venue

(Certificates of Attendance in relevant Trainings)

E. Articles/materials prepared, utilized approved by the Schools Division Superintendent and others (please specify)
 (List certified by the School Head/Principal in charge of the ALS Mobile Teacher)

CERTIFICATION

We hereby swear to the best of our knowledge and belief that all information contained in this nomination form is true and correct and the attached documents hereto are authentic.

School Head/Principal
(Signature Over Printed Name)

Date

Division ALS Supervisor
(Signature Over Printed Name)

Date

Schools Division Superintendent
(Signature Over Printed Name)

Date

**2005 SEARCH FOR THE MOST OUTSTANDING ALTERNATIVE
LEARNING SYSTEM (ALS) MOBILE TEACHER**

RATING FORM

EVALUATION CRITERIA/EVIDENCES	Highest Rating	Rating Obtained by Nominee
<p>A. Personal Attributes (30 points)</p> <p>1) Participative Leadership</p> <ul style="list-style-type: none"> ➤ holds advocacy meetings (e.g. community literacy mapping, recruitment of learners etc.) ➤ holds coordination meetings with stakeholders ➤ encourages teamwork ➤ establishes open communications (vertical /horizontal) ➤ encourages shared decision-making ➤ shares accomplishments with peers and partners 	<p align="center">(5)</p> <p align="center">1</p> <p align="center">0.5</p> <p align="center">1</p> <p align="center">1</p> <p align="center">1</p> <p align="center">0.5</p>	
<p>2.) Creativity, Flexibility and Adaptability</p> <ul style="list-style-type: none"> ➤ manifests openness to new ideas and new processes ➤ exercises innovative approaches to problem solving ➤ adapts to new situations or challenges ➤ demonstrates creative thinking ➤ facilitates delivery of appropriate learning systems 	<p align="center">(5)</p> <p align="center">1</p> <p align="center">1</p> <p align="center">1</p> <p align="center">1</p> <p align="center">1</p> <p align="center">1</p>	

EVALUATION CRITERIA/EVIDENCES	Highest Rating	Rating Obtained by Nominee
3.) Resourcefulness <ul style="list-style-type: none"> ➤ maximizes use of available resources ➤ pursues various ways of generating added resources ➤ demonstrates responsible stewardship over program resources ➤ institutionalizes regular funding sources 	<p style="text-align: center;">(5)</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p> <p style="text-align: center;">2</p>	
4.) Critical Judgment / Decision-Making <ul style="list-style-type: none"> ➤ demonstrates critical analysis of issues and problems ➤ exercises timely balanced and fair judgment ➤ takes responsibility for decisions made 	<p style="text-align: center;">(5)</p> <p style="text-align: center;">2</p> <p style="text-align: center;">2</p> <p style="text-align: center;">1</p>	
5.) Good Interpersonal Relations <ul style="list-style-type: none"> ➤ is friendly, compassionate and tactful ➤ initiates, facilitates and builds inter-community relations ➤ maintains wholesome relations with peers and inter-agency partners 	<p style="text-align: center;">(5)</p> <p style="text-align: center;">2</p> <p style="text-align: center;">2</p> <p style="text-align: center;">1</p>	
6.) Exemplary Conduct <ul style="list-style-type: none"> ➤ demonstrates transparency, honesty accountability and personal integrity ➤ is zealous, hard working and persevering ➤ pursues excellence and high standards in personal work ➤ is punctual, dependable, reliable and supportive of program clientele initiatives ➤ facilitates conflict resolution and promote peace and harmony 	<p style="text-align: center;">(5)</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p> <p style="text-align: center;">1</p>	

EVALUATION CRITERIA/EVIDENCES	Highest Rating	Rating Obtained by Nominee
<p>B. Competence (60 points)</p> <p>1. Prepares and implement activity plan with corresponding strategies and monitors implementation/milestones of planned activities</p> <ul style="list-style-type: none"> ➤ conceptualizes/prepares plan of activities ➤ gives priority to the marginalized group and the community ➤ document stages of implementation based on the work plan/implementation activities ➤ implemented at least one (1) major program and/or three (3) projects during the period under review 	<p>(10)</p> <p>2</p> <p>4</p> <p>2</p> <p>2</p>	
<p>2. Anticipates problems/issues related to programs and works for their solution</p> <ul style="list-style-type: none"> ➤ assesses progress of work and identifies problems ➤ identifies problems and corresponding solutions to solve them ➤ implements necessary activities to solve problems 	<p>(5)</p> <p>1</p> <p>1</p> <p>3</p>	
<p>3. Active involvement/ participation in community activities</p> <ul style="list-style-type: none"> ➤ got involved in at least one (1) major project or minimum of three (3) community activities he/she implements in the field with in three (3) years during the period under review ➤ mobilized participation of partner agencies/stakeholders 	<p>(5)</p> <p>3</p> <p>2</p>	

EVALUATION CRITERIA/EVIDENCES	Highest Rating	Rating Obtained by Nominee
<p>4. Utilizes creative and innovative strategies in implementing his/her programs and projects</p> <ul style="list-style-type: none"> ➤ utilizes at least two (2) unique and authentic program strategies ➤ utilizes unique teaching learning strategies and evaluation tools (e.g. educational learning strategies, experiential learning, portfolio assessment, etc.) 	<p>(5)</p> <p>3</p> <p>2</p>	
<p>5. Made at least 75% of illiterate beneficiaries basically literate</p>	<p>(10)</p>	
<p>6. Practices resourcefulness in generating/mobilizing program resources</p> <ul style="list-style-type: none"> ➤ generates resources from various funding agencies ➤ conducts varied fund-raising activities ➤ networks with funding agencies 	<p>(5)</p> <p>2</p> <p>2</p> <p>1</p>	
<p>7. Involves partners and stakeholders in preparing evaluation tools for evaluation</p> <ul style="list-style-type: none"> ➤ utilizes evaluation tools in evaluating programs and projects ➤ documents best practices/lessons learned for possible replication (e.g. coverage, targets, scopes) ➤ collaborates in the development of evaluation tools 	<p>(5)</p> <p>2</p> <p>2</p> <p>1</p>	
<p>8. Adapts quality and high work standards</p> <ul style="list-style-type: none"> ➤ implements project systematically ➤ adopts high work standard 	<p>(5)</p> <p>3</p> <p>2</p>	
<p>9. Makes wise decisions based on systematic analysis of problems and issues</p> <ul style="list-style-type: none"> ➤ studies and analyzes problems and issues before making decisions ➤ involves staff, stakeholders and learners in making decisions ➤ shares decisions in all stages 	<p>(5)</p> <p>2</p> <p>2</p> <p>1</p>	

EVALUATION CRITERIA/EVIDENCES	Highest Rating	Rating Obtained by Nominee
<p>10. Maintains continuous communication with clients, peers, project managers, and all people involved in program/project implementation</p> <ul style="list-style-type: none"> ➤ sends notes/memos messages to people involved in the program when needed ➤ prepares/submit regular reports on project management ➤ holds regular meetings with beneficiaries, other groups and individuals ➤ gives due recognition for people involved in the project 	<p>(5)</p> <p>1</p> <p>2</p> <p>1</p> <p>1</p>	
<p>C. Professional Development (10 points)</p> <ul style="list-style-type: none"> ➤ undertakes graduate studies <ul style="list-style-type: none"> - Doctoral Degree - With units - Masteral Degree - With units ➤ undergoes training program on ALS-related concerns ➤ attends informal, nonformal education concerns ➤ develops learning materials <p style="text-align: right;">TOTAL =</p>	<p>(10)</p> <p>(3)</p> <p>3</p> <p>2.5</p> <p>2</p> <p>1</p> <p>2</p> <p>2</p> <p>3</p> <p>(100)</p>	

NAME IN PRINT AND SIGNATURE OF JUDGE

DATE