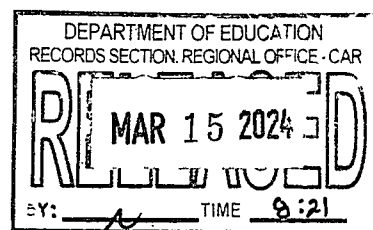




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



March 14, 2024

REGIONAL MEMORANDUM

No. 166, s, 2024

**HIRING OF REGIONAL LEARNER RIGHTS AND PROTECTION
 FOCAL PERSON UNDER CONTRACT OF SERVICE**

TO : **Schools Division Superintendents
 Chiefs of Divisions
 All Others Concerned**

1. This is to inform all interested applicants of the vacant position at the Regional Office:

VACANCY/ POSITION TITLE	Salary per Month	QUALIFICATION STANDARDS			
		Education	Experie nce	Training	Work Station/ Assignment
One (1) Regional Learner Rights and Protection Focal Person under Contract of Service	Base Salary: PhP 35,000.00 per month Premium: PhP3,500. 00 per month	Bachelor's Degree related to child protection such as Psychology, Legal Management, Guidance Counselling, Education, allied health courses or its equivalent	One (1) year of relevant experien ce	8 hours of relevant training	Education Support Services Division
Other Qualifications: 1. Excellent in written and oral communication skills; 2. Experience in Child rights, particularly child protection, is a plus 3. Demonstrated success in planning, organizing, implementing, monitoring and evaluating systems, programs, projects and activities; 4. Familiar with various office software like Google Docs, Sheets and Forms; and 5. With working knowledge on various web conferencing software such as Zoom, Google Sheet and Microsoft Teams					

Terms of Reference of the LRP-COS:

- To provide technical assistance in the area of capacity building, monitoring, research, policy, advocacy and partnerships;
- To facilitate the implementation of LRP programs with the Schools Division Offices under the jurisdiction of his/her Regional Office;



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: car@deped.gov.ph



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- c. To facilitate the collection and Consolidation of LRP reports/data from the Schools Division Offices;
- d. To draft memoranda, indorsement and other similar communications related to LRP;
- e. To coordinate with, and gather information from the Schools Division Offices relative to LRP reports/concerns;
- f. To assist the Regional Focal Person for the close monitoring of LRP activities and concerns in the Schools Division Offices;
- g. To assist the LRPO in the dissemination of announcements and other relevant information to the Schools Division Offices;
- h. To perform functions related to LRP only, as may be assigned by the immediate Supervisor, The Regional Director, the Director of the LRPO, and the Undersecretary for Operations.

2. All interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those from any sexual orientation and gender identities (SOGI), are highly encouraged to apply. Submit one (1) copy the following documents on or before **March 22, 2024** thru the Records Section, DepEd-CAR Regional Office or thru its online job application system: <http://www.depedcar.ph/jobs/online-application>.

1. Letter of intent addressed to the Head of Office;
2. Duly accomplished PDS (CS form No. 212, Revised 2017) with Work Experience Sheet;
3. Photocopy of valid and updated PRC License/ID; (as applicable);
4. Photocopy of Certificate of Eligibility/Ratings, if applicable;
5. Photocopy of Transcript of Records (TOR);
6. Photocopy of Certificate/s of relevant Training;
7. Photocopy of Certificate of Employment, Contract of Service or duly signed Service Record, whichever is/are applicable;
8. Photocopy of Performance Rating in the last rating period/s covering one (1) year performance

3. Qualified applicants are advised to address their applications and documents to the Head of Office as follows:

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director
DepEd-CAR Regional Office
Wangal, La Trinidad, Benguet

4. For information and dissemination.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director

ADMIN/MAB/caa



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