

Office of the Director of General
Education, Higher Secondary Wing,
Housing Board Buildings,
Santhi Nagar, Thiruvananthapuram
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Ph: 2323198

Dated: 04/11/2020

CG&AC/30848/2013

CIRCULAR

Sub: Career Guidance and Adolescent Counselling Cell- Selection of Educational District Convenors, Educational Districts for Neyyattinkara, Thiruvananthapuram, Attingal, Kottarakkara, Pathanamthitta, Kaduthuruthy, Kattappana, Aluva, Ottappalam, Mannarakad, Wandoor, Kozhikode, Kannur and Kasargode - Application invited -reg.

Applications are invited from interested HSST/HSST(Jr) working as Career Guide/Souhrida Co-ordinator to work as Educational District Convenors Neyyattinkara, Thiruvananthapuram, Attingal, Kottarakkara, Pathanamthitta Kaduthuruthy, Kattappana, Aluva, Ottappalam, Mannarakad, Wandoor, Kozhikode, Kannur, Kasargode educational districts. The applicants should be willing to co-ordinate the activities of Career Guidance and Adolescent Counselling programmes in their respective educational districts. The tenure of the educational district convenors will be Two years.

At present the applicant should be Career Guide/Souhrida Co-ordinator and working a minimum period of three years which should be continuous. He/She should have been associated with all the programmes initiated by the Career Guidance and Adolescent Counseling Cell during the year 2020-22. The interested applicant should forward the application in the attached format duly countersigned by the Principal along with the **bio-data before 30th November 2020 to the following address**. Late applications will not be considered.

The State Co-ordinator,
Career Guidance & Adolescent Counselling Cell
Directorate of General Education,
Higher Secondary Wing
Housing Board Building
Santhinagar
Thiruvananthapuram

Sd/-
DIRECTOR (I/ C)

**DIRECTORATE OF GENERAL EDUCATION
HIGHER SECONDARY WING
CAREER GUIDANCE & ADOLESCENT COUNSELLING CELL**

Application for the Selection of Educational District Convenors of CG & AC

| | | |
|----|--|--|
| 01 | Name (in Block Letters) | |
| 02 | Designation with Subject | |
| 03 | School Address | |
| 04 | Mobile Number | |
| 05 | School Code | |
| 06 | District in which working | |
| 07 | Educational District in which working | |
| 08 | Age and Date of Birth | |
| 09 | Date of joining in Higher Secondary Education Department | |
| 10 | Educational Qualification | |
| 11 | Additional Qualification, if any | |

| | | | | |
|------|---|-------------------------------------|------|----|
| 12 | Whether Career Guide or Souhrida Co-ordinator in the school. Completed period of Service as Career Guide or Souhrida Co-ordinator | | | |
| 13 | Period of Service as Career Guide/Souhrida Co-ordinator from 2012-13 | | | |
| SlNo | School | Career Guide /Souhrida Co-ordinator | From | To |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 14 | Amount received from DHSE for conducting School level activities. | | | |
| 15 | Details of Programme conducted in the school using the fund allotted from DHSE (Date of Programme, Subject of Programme and Name of Faculty) Add separate sheet if required | | | |
| 16 | Whether attended FOCUS POINT Programme during the year 2019-20 If attended, specify the Centre of Focus Point at which worked | | | |
| 17 | Whether students from your school has attended District wise selection of | | | |

| | | |
|----|---|--|
| | <p>PATH FINDER Programme during the year 2019-20. (Civil Service Programme)</p> <p>If attended, give the name of students attended the programme</p> | |
| 18 | <p>If Souhrida Co-ordinator-</p> <p>Whether students from your school has attended Students Residential Training Programme during the year 2019-20</p> <p>If attended, give the name of students attended the programme</p> | |
| 19 | <p>Whether attended AFTER PLUS TWO workshop conducted during the year 2019-20.</p> <p>If yes specify the subjects handled in preparation of the handbook.</p> | |
| 20 | <p>Whether attended APTITUDE TEST WORKSHOP conducted during the year 2018-19 & 2019 - 20</p> <p>If yes, give the details of workshops attended.</p> | |
| 21 | <p>Whether attended Train the Trainers Programme at Child Development Centre of Souhrida Club.</p> <p>If so give the details of class taken in other schools (with name of school, subject and date of class in separate sheet)</p> | |
| 22 | <p>Whether attended Train the Trainers Programme of Career Guidance.</p> <p>If so give the details of class taken in other schools (with name of school, subject and date of class in separate sheet)</p> | |

| | | |
|----|--|--|
| 23 | Whether attended Special Training Programme organized at Rajiv Gandhi National Institute of Youth Development. If yes give the date of training Programme attended. | |
| 24 | Whether attended Special Training Programme organized at NIMHANS. If yes, give the date of training programme attended | |
| 25 | Details of unique programme undertaken in the School as Career Guide/Souhrida Co-ordinator | |
| 26 | Details of Research Papers presented. If any | |
| 27 | Details of Published works related to Career Guidance and Adolescent Counseling | |

Signature of the Applicant

Place :

Date :

Countersignature of the Principal with date

(Seal)