

CG&AC/30848/2013

Office of the Director of
Higher Secondary Education,
Housing Board Buildings,
Santhi Nagar, Thiruvananthapuram
Dated: 21.07.2014

CIRCULAR

Sub: Career Guidance and Adolescent Counseling Cell- Selection of Educational District Convenors- Application invited -reg

Ref: G.O (MS) 66/2014/Gl.Edn dated 28/03/2014

Government have issued a Manual for Career Guidance and Adolescent Counseling Programme in Higher Secondary Education Department for streamlining the student centric activities in the department. As part of decentralizing the activities of Career Guidance and Adolescent Counseling programmes, the manual has suggested to select a Convenor for each Educational District.

Applications are invited from interested HSST/HSST(Jr) working as Career Guide/Souhrida Co-ordinator to work as convenors in each Educational District. The applicants should be willing to co-ordinate the activities of Career Guidance and Counseling programmes in their respective Educational District. The tenure of the convenor will be three years.

The applicant should be Career Guide/Souhrida Co-ordinator for 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 2013-14. The interested applicant should forward the application in the attached format duly countersigned by the Principal **before 31st July 2014**. Late applications will not be considered.

DIRECTOR

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

Application for the Selection of Convenor 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	Whether Career Guide or Souhrida Co-ordinator in the school. Completed period of Service as Career Guide or Souhrida Co-ordinator			
12	Period of Service as Career Guide/Souhrida Co-ordinator from 2010-11			
SlNo	School	Career Guide /Souhrida Co-ordinator	From	To
13	Whether attended Refresher Training during the year 2013-14 If attended, Venue and date of the Refresher Training attended			
14	Whether attended FOCUS POINT Programme during the year 2013-14 If attended, specify the Centre of Focus Point at which worked			
15	Whether students from your school has attended District wise selection of PATH FINDER Programme during the year 2013-14. If attended, give the name of students attended the programme			

16	<p>If Souhrida Co-ordinator-</p> <p>Whether students from your school has attended Students Residential Training Programme during the year 2013-14.</p> <p>If attended, give the name of students attended the programme</p>	
17	<p>Whether attended AFTER PLUS TWO workshop conducted during the year 2013-14.</p> <p>If yes specify the subjects handled in preparation of the handbook.</p>	
18	<p>Details of Published works related to Career Guidance and Adolescent Counseling</p>	
19	<p>Details of Paper Presentation made in the seminars related to Career Guidance and Adolescent Counseling</p>	

Signature of the Applicant

Place :

Date :

Countersignature of the Principal with date

(Seal)