



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF CAPIZ
Banica, Roxas City



August 2, 2019

Division Memorandum

No. 772 s. 2019

LIFE SKILLS CONVENTION FOR PEER FACILITATORS

To: Heads of Secondary/Integrated/ Private Schools

1. The Schools Division of Capiz will hold a 2-day Live-out ***Life Skills Convention for Peer Facilitators*** at Capiz National High School, Roxas City on September 24-25, 2019 with the theme: *“Great Skills plus Great Responsibility Equals to Responsible Adolescent”*.
2. The convention aims to equip peer facilitators who will assist the guidance counselors/teacher-in-charge of the guidance in the effective implementation of the school’s guidance program and in the promotion of academic, social-personal and career development of the students especially those who belong to depressed, disadvantaged and underprivileged students.
3. At the end of the convention, the participants are expected to:
 - a. know the concept of influencing and mediation skills;
 - b. identify steps to effective influencing and mediation skills and;
 - c. appreciate the importance of such life skill in the promotion of academic, social-personal and career development.
4. Participants to this convention are *grade 9 students to be accompanied by their school designated/guidance counselors, teacher in charge of the guidance or guidance advocate*. Each school is encouraged to send two (2) student participants only. Pool of trainers will come from Capiz Division Guidance Counselors/TIC of the guidance Core Group.
5. Participants are encouraged to provide their own provisions for lunch and snacks while food for the trainers, facilitators and guest are chargeable against Division Inset Fund.
6. Travel and other allowable expenses of the participants shall be charged to school club/local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this memorandum is desired.

ROEL F. BERMEJO, PhD, CESO V
Schools Division Superintendent



CONVENTION MATRIX
Life Skills Convention for Peer Counselors

TIME	ACTIVITY	MODERATOR/Person-Incharge
1st Day		
8:00-9:00	Registration	
9:00-10:00	Opening Program	
10:00-11:30	Leveling of Expectations/Team Building Activity	Ana Lourdes Faeldonea
12:00-1:00	LUNCH BREAK	
1:00-2:30	<p>First Topic</p> <p style="text-align: center;"><i>“Qualities, Roles Skills of a Facilitator”</i></p> <p>Resource Speaker: Raydelyn Laquina Guidance advocate Mambusao NHS</p>	
2:30-5:00	<p>Second Topic:</p> <p style="text-align: center;"><i>“Influencing Skills: The Science and Art”</i></p> <p>Resource Speaker: Richel Fancubilla Designated Guidance Counselor San Nicolas NHS, Tapaz</p>	
2nd Day		
8:00-8:30	MANAGEMENT OF LEARNING	
9:00-11:00	<p>Third Topic:</p> <p style="text-align: center;"><i>“Mediation Skills: The Do’s and the Don’ts”</i></p> <p>Resource Speaker: Alan Vincent B. Altamia EPS-EsP/Guidance</p>	
11:00-11:30	Open Forum	
1:00 3:00	<p>Fourth Topic:</p> <p style="text-align: center;"><i>Action Planning</i></p> <p>Resource Speaker: Myrthyl Coching Child Protection Specialist Schools Division of Capiz</p>	
3:00-4:30	Presentation/Critiquing of Action Plan	
4:30-5:00	Closing Program	

