



ATENEO DE MANILA UNIVERSITY
OFFICE OF THE PRESIDENT

Memo # U2324-008

14 June 2023

TO	The Basic Education Community
SUBJECT	Search for Ateneo de Manila Junior High School Principal

In light of the untimely demise of Mr Jose Antonio P Salvador, Principal of the Ateneo de Manila Junior High School (AJHS) on 5 June 2023, may I request the Basic Education community to help me form a Search Committee for the JHS Principal for a 3-year term (SY 2023-2024 to SY 2025-2026).

It would be good for the faculty of each of the Basic Education schools (Grade School, Junior High School, Senior High School) to go through a process of obtaining:

1. Nominations for a Search Committee and
2. Feedback along the following lines:
 - a. What are the priority needs and expectations of the JHS at this time?
 - b. What would be the qualities most important for the Principal to possess to enable the JHS to respond to these needs and expectations?
 - c. Who might be possible candidates for the JHS Principal?

I would appreciate it if the nominations for the members of the Search Committee and feedback could be submitted to the Office of the Vice President for Basic Education via email (vpbasiced@ateneo.edu) on or before 24 June 2023, Saturday at 8:00 am.

Upon the endorsement of the nominees by the Vice President for Basic Education, I shall appoint the members of the Search Committee who will go through the next steps of the process:

1. Creating a list of possible candidates;
2. Interviewing the candidates and resource persons;
3. Recommending three possible names to the President

We hope that a recommendation could be made by the end of July 2023 in time for the consideration of the Board of Trustees for its August 2023 meeting. Thank you.

(Sgd) Roberto C Yap SJ
President