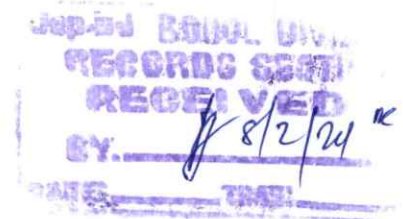




GIRL SCOUTS OF THE PHILIPPINES

Visayas Region
Bohol Girl Scout Council



COUNCIL CIRCULAR NO. 9

Series of 2024

**TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS, ASSISTANT PUBLIC SCHOOLS DISTRICT SUPERVISORS, CENTRAL/SCHOOL PRINCIPALS, SCHOOL HEADS
ELEMENTARY AND SECONDARY PUBLIC AND PRIVATE SCHOOLS
ALL MUNICIPALITIES AND TAGBILARAN CITY**

**SUBJECT : ENDORSEMENT AND APPOINTMENT OF DISTRICT FIELD ADVISERS
FOR THE FISCAL YEAR JULY 2024 - JUNE 2027**

DATE : JULY 30, 2024

Per GSP Council By-Law X, Section 38, "The District Field Adviser is a volunteer who is technically trained. She coordinates the implementation of the Girl Scout program in the troops within her district. She serves as a liaison between the troops and their support committees which are the District Committee and the Barangay Committee. The District Field Adviser is appointed by the Council Board and is responsible to the Council Executive in the performance of her job."

Below are the qualifications and responsibilities of a District Field Adviser (DFA):

Qualifications:

1. She must have the proper attitude towards Girl Scouting, believes in the objectives of the organization's Promise and Law.
2. She should have an adequate grasp of the Girl Scouting Program to enable her to give direct assistance to the District Committee, Troop Leaders, Barangay Committees, and other GSP adult members.
3. She must be trained adequately as a troop leader and as a field adviser.
4. She must have a basic know-how on the administration of Council Services.
5. She must have good public relations with the people she works with.

Responsibilities:

1. Follows up the yearly registration of troops,
2. Visits the troops within her jurisdiction in the District to monitor the troop meetings and the implementation of the troop program.
3. Gives advice and helps troop leaders regarding badgework and related activities as maybe needed.
4. Attends regular DFA meetings called for by the Council.



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5. Serves as a resource for the Barangay committees and Troops in the District.
6. Enables the GSP Barangay Committees in the District to provide the necessary support to the troops under their care within the barangay.
7. Recommends to the Council Board projects relevant to the improvement of Girl Scouting.
8. Submits to the District Committee and to the Council regular reports on troop program implementation in the District.
9. Disseminates and monitors implementation of Council Board/Executive Decisions pertinent to GS programs and projects in the troops in the District.

In light of the information provided, it is imperative for the district to select and endorse a competent District Field Adviser. Each district should have four (4) District Field Advisers, as follows:

- DFA for Public Elementary Schools
- DFA for Public Secondary Schools
- DFA for Private Elementary Schools
- DFA for Private Secondary Schools

Attached herewith are the Endorsement Letter (Attachment 1) to be signed by the District Committee Chairperson and District Commissioner, and Information Sheet for DFAs (Attachment 2). Accomplished documents should be submitted to the Council on or before the DFA Meeting in August 2024.

For the information, guidance, and compliance of all concerned.

Thank you for your continued support to Girl Scouting!

PRISCILLA MOONYEEN P. MONTAÑEZ
Council Executive

EMMA C. CASTILLO
Council President

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent
DepEd Tagbilaran City Division
GS Council Commissioner for Administration

CASIANA P. CABERTE, PhD, CESO VI
Schools Division Superintendent
DepEd Bohol Division
GS Council Commissioner for Administration



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**Visayas Region
Bohol Girl Scout Council**

Date

EMMA C. CASTILLO
Council President
Bohol Girl Scout Council

Madam:

We hereby favorably endorse _____
Name
of _____, Bohol
School and District

as the DISTRICT FIELD ADVISER for Public Elementary Schools
 Public Secondary Schools
 Private Elementary Schools
 Private Secondary Schools

for the triennium July 2024 – June 2027.

With her experience and qualifications, we know that she can carry out the duties and responsibilities of position.

Thank you very much in anticipation for your favorable action on this matter.

Very truly yours,

District Committee Chairman

District Commissioner



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Bohol Girl Scout Council

INFORMATION SHEET FOR DISTRICT FIELD ADVISERS

REGION: Visayas COUNCIL: Bohol

POSITION: District Field Adviser for

YEARS IN SCOUTING: As a Girl _____ As a Volunteer _____

PERSONAL INFORMATION

Last Name:		First Name:		M.I.	Nickname:
Date of Birth:			Place of Birth:		
Age:	Civil Status:		Religion:		
Current Address:					
Mobile No.:			Landline No.:		
E-Mail Address:					
Educational Attainment:					
Profession/Occupation:					
Position and Office/School:					

BACKGROUND IN GIRL SCOUTING

As Girl Scout (please check)	
<input type="radio"/> Pre-school	<input type="radio"/> Elementary <input type="radio"/> High School <input type="radio"/> College
As GSP Adult Volunteer (please check)	
<input type="radio"/> Troop Leader	<input type="radio"/> Co-Leader Others _____
Girl Scout training attended	
<input type="radio"/> Basic Course	Date & Venue _____
<input type="radio"/> Age Level Course	_____
<input type="radio"/> Outdoor Leadership	_____
<input type="radio"/> DFA Update	_____
Others _____	_____



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OTHER INFORMATION

Special Interests:

Special Abilities/Skills:

SIGNATURE: _____

DATE: _____