



ATENEUM DE MANILA UNIVERSITY
OFFICE OF THE PRESIDENT

Memo # U2021-023
20 Jan 2021

Memo to : The Basic Education Community
Subject : Search for Ateneo de Manila Grade School Headmaster

The term of Fr Emerito Salustiano R de la Rama SJ as Headmaster of the Grade School (GS) will end on 31 March 2021. I write the Basic Education community to help me form a Search Committee for the GS Headmaster for a 3-year term (SY 2021-2022 to SY 2023-2024).

It would be good for 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 GS at this time?
 - b. What would be the qualities most important for the Headmaster to possess to enable the GS to respond to these needs and expectations?
 - c. Who might be possible candidates for the GS Headmaster?

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 26 January 2021.

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 decision could be made by early March 2021 in time for the consideration of the Executive Committee of the Board of Trustees for its March 2021 meeting. Thank you.

(Sgd) Roberto C Yap SJ
President