



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division
Superintendent

13 Aug 2024

DIVISION MEMORANDUM
SGOD No. **074**, s. 2024

CALL FOR APPLICATION FOR LEARNERS FORMATION MEDIA DREAMWEAVERS
CREATIVE TEAM FOR SCHOOL YEAR 2024-2025

To: Public Schools District Supervisors/Principals In-Charge
Public Secondary School Cluster Heads
Public and Private Secondary School Heads
All Others Concerned


1. In reference to DepEd Order No. 49, s. 2011 titled, **Mandated Programs, Projects and Activities of the Supreme Student Government (SGC)** and DepEd Order No. 11, s. 2016 titled, **Additional Guidelines on the Constitution and By-Laws of the Supreme Student Government and Supreme Pupils Government in Elementary and Secondary**, this office through the Learner/Youth Formation Section is calling for application for School Year (SY) 2023-2024 Schools Division of South Cotabato (SDSC) Learners Formation Media Dreamweavers Creative Team for SY 2024-2025.
2. The Dreamweavers Creative Team has been officially designated as the documentation, publication, media arm, and creative solution provider of the SDSC since 2018.
3. The application is open to all interested public and private junior and senior high school learners in SDSC for SY 2024-2025. Applications may be sent via official email address at yf.southcotabato@deped.gov.ph on or before **August 23, 2024**. The schedule for interview shall be on **August 30, 2024**, at the Division Office Conference Hall from 8:00 a.m. to 5:00 p.m.
4. The requirements and qualifications are contained in Enclosure No. 1.
5. For further information and clarification, please contact the Division Youth Formation Coordinators, Engr. Sigreed Ferolyn A. Moscosa and Rogelio Jr. P. De Juan at telephone number 228-5763 and mobile numbers +639175638962 and +639185340565.
6. Immediate dissemination of this memorandum is directed.



Address: Alunan Avenue, Koronadal City, South Cotabato 0506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph



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LEONARDO M. BALALA, CSO V
Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

LEARNERS

ORGANIZATION

PROGRAMS

PROJECTS

SFAM/DM-call for application for learners formation media dreamweavers creative team for
school year 2024-2025
0000/August 13, 2024



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Enclosure No. 1 to DM SGOD No. _____ s. 2024

REQUIREMENTS & QUALIFICATIONS:

Join & be part of the Elite Team of Learners Formation. **DREAMWEAVER'S CREATIVE TEAM** needs the following:

- 1 Director
- 1 Assistant Director
- 2 Broadcaster (English and Filipino)
- 2 Photographers
- 2 Content Writers (English and Filipino)
- 1 Videographers
- 1 Video Editors
- 2 Layout Artist
- 1 Drone Pilot

DIRECTOR

- Visionary Leadership
- Ability to motivate the workforce
- Effective management & delegation
- Able to generate creative ideas
- Communication skills
- In-depth understanding of social media & digital environment
- Complex problem-solving skills
- Effective decision making
- Background in photography, layout, video, editing & writing, drone pilot
- Prepare Samples of all outputs

ASSISTANT DIRECTOR

- Administrative skills
- Time management & multitasking
- Attention to detail
- Confidence & people skills
- Background in filmmaking, photography, lay Out, video, editing & writing
- Manage/ Update the official SDSCYF FB Page and social media pages
- Craft and send our quarterly E-newsletter
- Prepare Samples of all outputs

BROADCASTER

- Excellent communication & presentation skills (Both English and Filipino)
- Performance skills & a clear voice
- Ability to generate original ideas
- Personable & confidence skills



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- Good research & interviewing skills
- Has high technical aptitude
- Prepare 1 sample output

PHOTOGRAPHERS

- Knowledge on camera settings
- Knowledge on photo adjustment
- Knowledge on Photoshop and Lightroom
- Prepare 5 or more samples of photos

WRITERS

- Prepare at least 2 samples of writing (any concept)

VIDEOGRAPHERS

- Prepare 2 samples of made videos

VIDEO EDITORS

- Knowledge of Adobe After Effects, Avid Media Composer, Lightworks, and Premier.
- Familiarity with 3D 4D composition and special effects.
- Prepare 2 samples of video edits

LAY OUT ARTISTS

- Knowledge of Adobe Photoshop and Canva Pro
- Ability to create logos, posters, and T-shirt Designs
- Prepare 3 or more samples of layouts

DRONE PILOT

- Has a pre-flight checklist
- Controlling the quadcopter's flight pattern skills
- Knowledge of safety precautions
- Advanced drone flying techniques
- Prepare 1 sample output