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Thesis Title : Expected Qualification of The Assistant Director of Planning and Development in Technical Colleges under The Department of Vocational Education..

Concentration : Vocational and Technical Education Management.

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Academic year : 1992

Abstract

Assistant Directors of Planning and Development in Technical College are the key personnel in carrying out their duties in order to fulfill the objectives of the education institutes. This is so because they are often involved in the planning, implementation and evaluation phases in producing qualified graduates. From previous researches, it was known that there was serious shortage of personnel in this vital field and those who were directly involved or related in this particular field often lacked necessary skills to successfully carry out their duties.

For this reason, the present study is aimed to find out the opinions of about 21 experts in this field about the essential attributes of persons who have to carry out such positions. The topics were mainly divided into knowledge, skills and attitudes. The Delphi method was adopted for this survey.

The survey revealed that the desirable attributes of Assistant Directors of Planning and Development comprise: knowledge of planning theory and procedure; knowledge of policies and education goals of the Ministry of Education and Department Vocational Education; knowledge

of information technology and statistical techniques; having insight into philosophy and practice of vocational education; knowledge of government administration, rules and procedures; holding at least a master degree, having an analytical skill and a quick comprehension of a subject matter ; having good working relationship with others; paying attention to and colleagues and devoting time ; possessing a good health, a secured family and good manners.