

Name : Annuay Pongsomboon
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Director in the Area Vocational Center under the
Department of Vocational Education
Thesis Advisors : Assoc.Prof. Banleng sornil, Mr.Samer Roenganan
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Abstract

The Area Vocational Center is the institute for teaching the students from the secondary schools and the interested people who want to study about the vocation. Previously the Area Vocational Center sent the selected academic assistant director to see and to be trained in the area of organizing the Area Vocational Center in the country and overseas. At present such preparation and training are not available. Therefore, the academic assistant director do not have sufficient knowledge about the administration of the Area Vocational Center which causes the academic work met some difficulties in relating with schools and estimating numbers of schools and students that would use the Area Vocational Center. Furthermore the center's roles and authorities should be change the way to organize the education program. So the academic assistant director should be competent person and efficiency administrator in education.

The objectives of this research for to study the desired competencies of the academic assistant director in three aspects. These aspects are: the knowledge, the skills and the personality. The study was done by collecting ideas and information from twenty people who are expert in the Area Vocational Center by using the Delphi Technique research design.

The result of the research indicates the competencies of the desired academic assistant director is as followed:-

1. The Knowledge Aspect: The candidate should be completed the bachelor degree at least, should be qualified in the vocational education at least in the diploma level; and should to know about the curriculum of the vocational education as well as the work in the Area Vocational Center.

2. The Skills Aspect: The candidate should be imaginative, has a good human relationship and tactics in order to co-operate and to communicate with others in different organizations to enhance the work of the Area Vocational Center.

3. The Personality Aspect: The candidate should have the right attitude towards the Area Vocational Center, should be sincere, just, punctual and disciplined.