

LIBERIA INSTITUTE OF PUBLIC ADMINISTRATION {LIPA}

North Gibson Street,
Mamba Point
Monrovia, Liberia

ADMISSION TO A MASTERS' DEGREE IN PUBLIC SECTOR MANAGEMENT 2018

The Liberia Institute of Public Administration {LIPA} announces admission to a *Masters' Degree* in *Public Sector Management {M.P.S.M}* at the Ghana Institute of Management and Public Administration {GIMPA}. The Program is an innovative *one-year Masters' Degree Course* that is designed to equip Anglophone West African countries with a critical mass of Public Sector Managers, trained to provide effective leadership for meeting the development challenges in their various countries. The Program runs from January -December, 2018.

Governmental Institutions {MACs} as well as the private sector organizations are entreated to sponsor their staff on this innovative program. **Nominating MACs** are expected to make an explicit commitment to re-engage successful graduates and provide them with the requisite institutional environment that would enable them to make good use of the newly acquired skills and competences upon their return. This commitment must be expressed in the official nomination.

Admission Requirements:

Nominee Must:

- ❖ Be a Liberian middle-to-senior level professional, officer and manager from the Public Sector;
- ❖ Possess a *university degree with a minimum of "B" average or 3.0 GPA*;
- ❖ have had not less than *two {2} years* of post-college work experience;
- ❖ Have competency in at least the use of *Microsoft Office Suite* of applications;
- ❖ Present a statement of Career [a **plan** specifying how the newly acquired skills and knowledge will be applied in solving problems at the work place]; and
- ❖ Possess *leadership potential* evidenced by current employment status.

APPLICATION PROCEDURES:

- The nominee must purchase the application form with a *non-refundable fee of Fifty United States Dollars US\$50.00* from the Institute's Finance Office, North Gibson Street, Mamba Point, Monrovia.
- Completed application form, with copy of payment receipt, must be returned in a sealed A-4 brown envelop, addressed to "*The Country Coordinator, PSMTPLiberia*" Office, through the office of the **Deputy Director General for Training & Development**, LIPA, no later than *Friday, August 11, 2017. at 2:00 PM*.
- A notarized copy of university degree, original {**sealed**} transcript, two [2] letters of recommendations [from immediate supervisor and head of agency/ organization] and two [2] endorsed recent passport size photographs must be accompany each application.

Additional Information:

Governmental Institutions [MACs] as well as private sector organizations are entreated to sponsor their staff on this innovative program.

Tuition for the Program is ***Eight Thousand Six Hundred and Fifty United States Dollars {US\$, 650.00}***.

- Scholarship[s] for the program is tentatively withheld, as negotiations are ongoing with the Management Development Partners. Subsequently, information may become available shortly to this effect. However, the recruitment process must be completed in accordance with the training programme calendar, as we await word from the partners.
- Provisions have been made to admit qualified candidates on a fee-paying bases, paying in installments.
- Employers, accordingly, are expected to make an explicit commitment to reengage successful graduate and provide them with the requisite institutional environment that would enable them to make good use of the newly acquired skills and competences upon return

Application should be addressed to:

The Country Coordinator, PSMTP-Liberia
Office of the Deputy Director General for Training, LIPA
North Gibson Street,
Mamba Point, Monrovia, Liberia

For further inquiry:

Liberia Institute of Public Administration (LIPA)
Office of The Country Coordinator, PSMTP-Liberia
North Gibson Street
Mamba Point
Monrovia, Liberia
Cell: +231777397357/+231888931257
Email: training@lipa.gov.lr or jjsaygbe.lipa@gmail.com

SCHEDULE OF ACTIVITIES

FOR ADMISSION TO MASTER'S DEGREE IN PUBLIC SECTOR MANAGEMENT: Prospective Scholarship Applicants

JULY-OCTOBER, 2017

NO	ACTIVITY DESCRIPTION	DATE
1	<i>Recruitment/ Advertisement to Ministries, Agencies, Commissions</i>	<i>Wednesday, July 19th , 2017</i>
2	<i>Deadline for Submission of Application</i>	<i>Friday, August 25th, 2017</i>
3	<i>Screening of Applications</i>	<i>Monday August 28-September 1, 2017</i>
4	<i>Publication of short -list of Applicants: Only those who met all application requirements will be short listed for an interview</i>	<i>Wednesday, September 5, 2017</i>
5	<i>Written Essay Exam: Only short listed applicants will be required to sit in for the written exam</i>	<i>Friday, September 8, 2017</i>
6	<i>Oral Interview : Only those who pass the written essay exam will be called to sit the oral Interview</i>	<i>Wednesday, September 13-14, 2017</i>
7	<i>Submission of Full Report of Recruitment and Selection exercise for Review, Certification and Approval.</i>	<i>Monday, September 18th, 2017</i>
8	<i>Notification of selected Candidates</i>	<i>Friday, September 22, 2017</i>
9	<i>Submission of list of selected Candidates to GIMPA</i>	<i>Monday, October 2nd, 2017</i>

