



Liberia Institute of Public Administration (LIPA)

North Gibson Street,
Mamba Point
Monrovia, Liberia



ADMISSION TO A MASTERS' DEGREE IN PUBLIC SECTOR MANAGEMENT

The Liberia Institute of Public Administration (**LIPA**) announces admission to a **Masters' Degree in Public Sector Management (M.PSM)** at the Ghana Institute of Management and Public Administration (**GIMPA**). The Program is an innovative **one-year Master's 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 developmental challenges in their various countries. The Program runs from **January – December, 2017**.

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 **four (4) 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, PSMTTP-Liberia**", through the office of the Deputy Director-General for Training & Development, no later than **Thursday, October 20, 2016** at **2:00pm**.
- 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 accompany each application.

APPLICATIONS RECEIVED AFTER THE DEADLINE DATE AND TIME WILL NOT BE CONSIDERED.

Application should be addressed to:

Madam Jarso Jallah Saygbe
The Country Coordinator, PSMTTP-Liberia

Office of the Deputy Director-General for Training, LIPA
North Gibson Street, Mamba Point, Monrovia.



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SCHEDULE OF ACTIVITIES FOR ADMISSION TO MASTER'S DEGREE IN PUBLIC SECTOR MANAGEMENT: JANUARY – DECEMBER 2017.

S/N	Date	Activity	Venue
1.	Thursday , October 20, 2016 @2:00pm.	Deadline for Submission of Applications	LIPA: Office of PSMTTP Coordinator
2.	Friday , October 21 to Saturday , October 22, 2016	Screening of Applications	LIPA
3.	Monday , October 24, 2016 (10:00am).	Publication of Short-List of Applicants <ul style="list-style-type: none"> <i>Only those who meet all application requirements will be short-listed.</i> 	LIPA
4.	Tuesday , October 25, 2016 (10:00 – 12:00 Noon).	Written Essay Exam <ul style="list-style-type: none"> <i>Only short-listed applicants will be required to sit the written exam.</i> 	LIPA
5.	Friday , October 28 (10:00am – 3:00pm); Saturday , October 29 (11:00am – 2:00pm).	Oral Interview <ul style="list-style-type: none"> <i>Only those who pass the written essay exam will be called to sit the Oral Interview.</i> 	LIPA
6.	Monday , October 31, 2016	Submission of List of Selected Candidates to GIMPA <ul style="list-style-type: none"> <i>The best six (6) candidates with the highest combined exam and interview score will be selected.</i> 	GIMPA

