

**Department of Science and Technology**

Notice of Vacancy (11 S&amp;T Fellow I, 10 S&amp;T Fellow II, 5 S&amp;T Fellow III Positions)

Position Title: **ONE (1) SCIENCE & TECHNOLOGY FELLOW I (SG 23)**

Status: Contract of Service (DOST-Office of the Undersecretary for Research and Development)

Agency or Council of Assignment: DOST-Regional Office IV-B (MIMAROPA)

Education	<p>Master's Degree in the following field(s):</p> <ul style="list-style-type: none"><li>• <u>Commerce, Economics, Business Development, Business Management, Entrepreneurship, Public Administration, International Relations, Development Studies, Development Management and Governance, or related fields</u></li></ul>
Experience	<p>With at least three (3) years of productive professional R&amp;D (or non-R&amp;D) work after completion of MS.</p> <p>Project involvement in at least one relevant (1) R&amp;D project (or non-R&amp;D) as Co-investigator, Primary Investigator, or any equivalent positions. Preferably has implemented at least one (1) R&amp;D (or non-R&amp;D) project as Project Leader</p> <p>At least three (3) years of professional experience working with diverse groups including the government, universities, development organizations, businesses/corporations, entrepreneurs, startups, and incubators</p> <p>Relevant experience in:</p> <ul style="list-style-type: none"><li>• Business management, entrepreneurship, technopreneurship, technology business incubation or incubation consultancy or innovation hubs</li><li>• Research design, and organizational/institutional capacity development and training</li><li>• Development work, social development processes and methodologies</li><li>• Situation analysis and needs assessment related to business environment reform</li><li>• Facilitating dialogue/consultative meetings among key stakeholders</li><li>• Strategic/foresight planning</li><li>• Paper presentation (local or international)</li></ul>
Training	Sixteen (16) hours of relevant training
Eligibility	PD 997 / RA 1080 / Career Service Professional
Publications	Must have at least one (1) paper published in ISI or Scopus-indexed journals or conference proceedings, as sole author or co-author (excluding thesis/ dissertation)
Scope of Work	<ol style="list-style-type: none"><li>1. Prepare an assessment of the ongoing DOST-assisted/supported TBIs, and identify necessary adjustments on existing Programs, Projects, and Activities (PPAs) and Policies and other key areas for improvement towards the One TBI Program</li><li>2. Document global best practices examples and trends to come up with effective business incubation programs</li><li>3. Develop short- and medium-term plans for the One TBI Program</li></ol>

	<ul style="list-style-type: none"> <li>a. Develop a multi-stakeholder partnership mapping for the One TBI Program</li> <li>b. Develop/formulate a roadmap for the Regional Startup Ecosystem</li> <li>4. Develop a communication plan for the One TBI Program</li> <li>5. Develop a standard operations plan for the DOST- supported TBIs to include, but not limited to: <ul style="list-style-type: none"> <li>a. Determining the needs of the TBI to be functional</li> <li>b. Developing systems for identifying and selecting clients/startups and partners</li> <li>c. Providing capacity building for staff to operate DOST-supported TBIs</li> <li>d. Developing curricula for clients/startups</li> </ul> </li> </ul>
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