



## Training, Monitoring, Evaluation & Learning Manager Program Duta Guru

"The people who are crazy enough to think they can change the world, are the ones who do."  
- Steve Jobs

### About Teach For Malaysia

Teach For Malaysia is an independent, not-for-profit organisation on a mission to empower our nation through education. We believe that a child's education and future should not be determined by his or her circumstances in life. Thousands of students don't have the chance to realise their potential because of many socioeconomic factors, like how much their parents earn or where they live.

We recruit, train and support our country's rising generation of leaders to teach in high-need schools across the nation, through the Teach For Malaysia Fellowship - a two-year leadership development programme. We've impacted over 110,000 students, working with the Ministry of Education and other partners. Beyond the Fellowship, our growing network of Alumni are lifelong advocates for education and expanding opportunities for students, working as a movement to build an ecosystem of solutions at all levels of society - from the classroom to the boardroom.

We are looking for champions to join our team in this movement of change, who share our vision, mission, and core values; Sense of Possibility, Excellence, Collaboration, and Integrity. All these are an important part of our culture, to ensure long-term, sustainable success, and realise our vision:

**One day, all children in Malaysia will have the opportunity to attain an excellent education.**

Our collaborative working environment opens up many opportunities for you to expand your network and lead your own learning, alongside other team members, Yayasan PETRONAS, PETROSAINS, the Ministry of Education, and other education stakeholders. Teach For Malaysia is also a partner in the Global Education Network, Teach For All.

While our compensation package is fair and competitive, we do not expect this to be your key reason for joining us. After all, we are not just offering you a job; we are looking for a like-minded future leader to grow with us and help us in our mission to end education inequity in Malaysia.

## About Program Duta Guru

Program Duta Guru is a two-year development programme to empower teachers to be highly competent and committed; serving as role models to enhance higher order thinking skills (HOTS) through STEM education as a foundation to being a competitive nation. The programme's mission is to build upon existing systems to improve the competency of Malaysian public school teachers in order to enhance students' higher order thinking skills.

Many STEM initiatives have been created within Malaysia, targeting different levels of the education ecosystem. Despite these efforts, STEM enrollment in Malaysian public schools remains low due to a lack of interest and competency. One key intervention, as outlined by the government, is to upskill teachers who play a great influence on student choices and education outcomes. Program Duta Guru aligns to this.

Teach for Malaysia has been appointed as the implementation partner of Program Duta Guru which is a collaboration between Yayasan PETRONAS ("Yayasan") and the Ministry of Education ("MOE"), through Pusat STEM Negara (PSN).

Program Duta Guru supports teachers in every district in Malaysia through national and regional training events, as well as individualised coaching and support. The programme launched in December 2019, and the first cohort of 150 participants started their training in June 2020. Program Duta Guru participants are grouped according to 6 zones, and each zone is managed by a Programme Coordinator with a small team of Pembimbing Duta Guru (teacher coaches). There are also two Senior Programme Coordinators who will each manage two Programme Coordinators in their teams.

More information about Program Duta Guru is available at this link - <https://www.yayasanpetronas.com.my/program/dutaguru/>

**Role:** Program Duta Guru, Training, Monitoring, Evaluation and Learning Manager  
**Start Date:** Immediate  
**Employment Type:** Full-Time, 1 year contract  
**Location:** Kuala Lumpur, Malaysia

### Objective

The Training, Monitoring, Evaluation and Learning Manager works closely with the Head of Training and Support to develop and iterate the Program Duta Guru training and support programme in order to achieve desired programmatic outcomes.

In this role, the Training, Monitoring, Evaluation and Learning Manager leads a team of trainers to facilitate the development of knowledge, skills and mindsets of Program Duta Guru Participants throughout the two-year programme. This team of trainers collaborates with the rest of the Programme Team to plan, facilitate and monitor the delivery of the Program Duta Guru curriculum in alignment with the overall objectives of the programme, and supports Participants in developing a life-long commitment to STEM in education both inside and outside the classroom.

Additionally, this individual works with an analyst to design and implement programmatic impact measures to monitor the team's progress towards programme goals. The Training, Monitoring, Evaluation and Learning Manager plays an important role in ensuring that the objectives of the programme are achieved through timely analysis of impact measures and data-driven programmatic recommendations.

### Key Measures of Success

- Development and iteration of the programme's training and support curriculum
- Delivery of training events
- Monitoring and evaluation of programme impact
  - Design and implementation of programmatic impact measures
  - Analysis of results from programmatic impact measures
  - Programmatic recommendations based on impact measurement analysis
  - Quarterly implementation reviews and bi-annual programme stepback
- Evidence of growth in teacher competencies
- Participant and stakeholder satisfaction, loyalty and retention targets

### Duties and Responsibilities

- Collaborate with Ministry of Education (MOE) talent and subject matter experts to **develop and iterate Program Duta Guru training and support curriculum** which includes -
  - Teacher Competency Framework
  - Virtual Engagement Strategy
  - National Induction and other national events
  - regional events and other training sessions
- Work with Programme Coordinators to identify participant needs in terms of knowledge, skills and mindsets during the programme
- Conduct/ Participate in regular in-house training of the content with Training Team and Coaching and Support Team
- **Manage team of trainers** to effectively deliver Program Duta Guru training curriculum, including onboarding and continually aligning team of trainers
- Manage and work with the Training, Monitoring, Evaluation and Learning Analyst to **monitor programme effectiveness** through the following activities -
  - Design and deliver programmatic impact measure, and conduct specific research
  - Work and collaborate closely with Training & Support team members across regions to analyse regional data
  - Analyse and evaluate programme impact in qualitative and quantitative forms, for

the purposes of programmatic improvement

- Identify data needs across the organisation, and designing systems to ensure these needs are met
- Upskill staff to understand, gather and use data in a compelling and robust way

### Required Competencies

- Passion for Teach For Malaysia's mission and the movement and a desire to operate within the Teach For Malaysia's Core Values
- Deep belief in Program Duta Guru's long term mission and desire to develop the team and Participants towards meeting that vision
- Growth mindset for self and others – a belief that with continuous reflective practice and effort, all can improve and progress
- Understanding of student impact and outcome measures in the Malaysian education context including academic, personal and experience-based measures
- Understanding of the Malaysian education and social conditions
- Strong understanding of the latest national and global trends in HOTS, STEM education and the STEM industry.
- In-depth understanding of principles of teaching and learning, pupil progression, and classroom leadership
- Strong data and contextual analysis skills to draw accurate conclusions and guide actions
- Growth mindset for self and others – a belief that with continuous reflective practice and effort, all can improve and progress
- Proactive self-starter with the ability to manage multiple streams of work, and independently prioritise tasks
- Highly adaptable and work effectively in an entrepreneurial, fast-paced, deadline-driven, collaborative and VUCA (volatile, uncertain, challenging and ambiguous) environment
- Excellent reasoning, problem-solving and process-based thinking skills
- Demonstrates strategic planning and execution by aligning the team on a vision of success, planning strategically and monitoring progress systematically
- Ability to empower team by keeping them accountable to team and personal goals, and keeping them focused through challenges
- Ability to work effectively with others
  - Able to manage a team of trainers to deliver Program Duta Guru curriculum
  - Demonstrates exceptional relationship-building skills in order to establish effective working relationships with people of all working styles, backgrounds and industry-experience to form a highly functional team
  - Works well in a team but also able to work under own initiative to meet deadlines
- Clear and confident, and emotionally engaging communicator both in writing and verbally
- Strong proficiency in MS Office and G Suite platforms
- Strong proficiency in the Bahasa Malaysia language
- Willingness to travel, work on some weekends, and other times as needed

### Who should consider this role

- 5 years working experience with a Bachelor's degree (in any field)
- At least 1 year of classroom practice
- Experience in designing and facilitating training sessions for beginner teachers
- Experience in STEM education is an added advantage
- Experience in managing a team and/ or the impact measurement process of a training project is an added advantage

To apply, please send us a copy of your CV (with 2 referees listed) and answers for the following questions to [careers@teachformalaysia.org](mailto:careers@teachformalaysia.org)

**(a) Answer the following questions (not more than 200 words per question)**

1. Why does joining Teach For Malaysia (Program Duta Guru) excite you?
2. What is your long term career goal? Please elaborate how joining the Teach For Malaysia (Program Duta Guru) team is a step towards achieving that.
3. Given that Program Duta Guru is a brand new programme that has been launched, there may be new challenges, uncertainties and lots of fluidity expected in the work. Share an experience in which you were able to adapt to a volatile, uncertain, challenging, ambiguous (VUCA) environment. In your answer, please cover:
  - a. A brief explanation of the situation/environment you were in
  - b. How did you adapt
  - c. What lessons did you learn
4. What are the three most important attributes or skills that you believe you would bring to our organisation?

**(b) Submit a sample of a training document you have created- e.g. a training session plan, or a training curriculum document**