



Education Ecosystem Engagement Associate/ Senior Associate

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

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 150,000 students and worked with the Ministry of Education and other corporate and social sector partners to collectively bring transformation to the education system. 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, Fellows and Alumni, corporate partners, 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.

Role: Education Ecosystem Engagement (EEE), Associate
Start Date: Immediately
Employment Type: Full time, 1-Year Contract
Location: Kuala Lumpur, Malaysia

OBJECTIVE OF THE ROLE

Successfully establish, co-create, nurture and drive monetary and non-monetary partnerships within the ecosystem that enables synergies to innovate education in Malaysia. The EEE Associate will work closely with various functions in the organisation and with relevant external stakeholders to ensure the organisation's impact is accelerated across and beyond the two-year Teach For Malaysia (TFM) Fellowship Programme as well as collectively drive and deepen the impact of TFM's Alumni and movement.

DUTIES AND RESPONSIBILITIES

- **Strategic planning and advocacy**
 - Assists in identifying and advocating for strategic priorities including but not limited to Fellows placement, Alumni pathways and deepening the impact of the movement.
 - Co-creates opportunities with stakeholders invested in the mission to deepen collective impact in our regions to optimise the impact of the TFM Fellowship Programme and Alumni movement.
- **Effective stakeholder engagement and management**
 - For TFM's strategic and operational purposes, evident through establishment and nurturing of strong, collaborative partnerships and consideration of internal and external stakeholders (such as public and private sectors, and other relevant stakeholders) requirements in mutually beneficial goals and agreeable decisions at federal (including but not limited to the TFM-MOE Advisory Committee, Implementation Committee, Operations Task Force), state and district levels in order to implement and deepen the impact of the TFM Fellowship Programme. This includes scheduling, planning and leading events and/or meetings with TFM's external stakeholders, as well as developing and maintaining a comprehensive stakeholder engagement database.
 - Supports cross functional teams in identifying, liaising, arranging and preparing for external stakeholder meetings and building strategic relationships within the ecosystem such as schools, local government authorities, private stakeholders and other non-profit organisations.
- **Drive collective impact**
 - Supports cross functional teams to brainstorm, plan and drive collective impact by mapping communities within the ecosystem, executing Alumni strategy, and mobilising the movement.
 - Thought partners with other teams to identify strategic priorities to drive TFM's impact.
 - Continuously seeks to acquire knowledge and understanding of the education ecosystem and landscape, able to identify potential areas for TFM to add value, link / connecting opportunities, map internal and external stakeholders in the movement to drive TFM's impact.
 - Support the Education Ecosystem Engagement Team to identify strategic opportunities, develop and drive projects, events or activities with Fellows, students, Alumni and the wider movement.
- **Reporting, impact measurement and communication**
 - Ensures impact stories from regions are collected, shared and reported, TFM's value proposition and outcomes are articulated clearly to gain and enhance buy-in from all relevant stakeholders.
 - Assists the Education Ecosystem Engagement team to set and achieve measurable goals for alignment and/ or integration of processes, systems and structures between TFM and within the ecosystem including the public sector in order to work towards and achieve TFM's long term goals and impact in the education sector.
 - Coordinates communication of progress updates on programme implementation cross-functionally; with various organisation's departments and / or stakeholders.

- Prepares reports, continuously documents activities and developments in a systematic manner.
- Updates system to track the team's progress and issues.
- Undertakes administrative tasks related to developing partnerships with the public sector including communication via letters, emails etc is a key job function of the position.

KEY MEASURES OF SUCCESS

- Effective stakeholder engagement and management for TFM's strategic and operational purposes, evident through establishment of strong collaborative partnerships with mutually beneficial goals with stakeholders including but not limited to federal and regional Ministry of Education officials, Alumni and strategic partners.
- Ensure efficient facilitation of public, private and non-profit sector engagement operations across various organisation functions and activities which optimises the impact of the TFM Fellowship Programme, evident through strong understanding and consideration of internal and external stakeholder requirements in mutually agreeable decisions.

REQUIRED COMPETENCIES

- Adaptable in an entrepreneurial, fast-paced, achievement-oriented environment.
- Strong stakeholder management skills; interpersonal and relationship building skills and ability to work collaboratively with a diverse range of stakeholders.
- Strong written and verbal communication skills in both English and Bahasa Malaysia.
- Strong willingness and proven ability to learn independently quickly and ability to operate independently, with a high level of personal responsibility and accountability.
- Ability to manage projects, prioritize and juggle multiple projects and deliver within deadlines.
- Excellent organisational skills and strong orientation to detail.
- Ability to operate with a high level of personal responsibility.
- Willingness to travel significantly across Malaysia
- Excellent proficiency in MS Word, Access, Excel and database application.
- Bachelor's degree (in any field) with a good academic record.

Years of experience & qualification

- Previous internships or 1 year of professional experience or understanding of requirements for working with public sector or agencies and diverse range of stakeholders preferred, but not required.
- Professional work or university experience in project management or running programmes or events.
- Prior experience working or understanding of the Malaysian education and social conditions.

Application

To apply, please email the following to careers@teachformalaysia.org:

(a) Your latest CV (with 2 referees listed)

(b) Answers to the following questions (not more than 300 words per question)

1. Why does joining Teach For Malaysia excite you?
2. What is your long term career goal? Please elaborate how joining Teach For Malaysia is a step towards achieving that.
3. What are the three most important attributes or skills that you believe you would bring to our organization?
4. Tell us about a time where you failed. How was that experience like for you?