



Program Duta Guru Coaching and Support Manager

“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 were born/live.

We recruit, train and support our country's rising generation of leaders to teach in high-need schools across the nation, through our 2030 strategy consisting of 2 flagship programmes which is the Teach For Malaysia Fellowship and Program Duta Guru - our two-year leadership development programmes focused on growing leaders across the education system. 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 and Program Duta Guru, our growing network of Alumni, education champions and supporters 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.

As we celebrate TFM's 10-years of existence and impact, we are looking for champions to join our team in this movement of change - people who share our vision, mission, and core values (Sense of Possibility, Excellence, Collaboration, and Integrity) - so that we are able to collectively work towards expanding our impact. Alignment to our vision, mission and values are integral to TFM's culture, to ensure long-term, sustainable success and to realise our mission to:

Build a movement of leaders in the education ecosystem to empower all children in Malaysia to realise their potential

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 achieve our mission.

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 capability of Malaysian public school teachers in order to enhance students' interest and competency in STEM subjects and their 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, the first cohort of 150 participants started the programme in June 2020 and the second cohort of 180 participants started the programme in January 2021. Program Duta Guru participants are grouped according to 6 zones, and each zone is managed by a Programme Coordinator and a team of Pembimbing Duta Guru (teacher coaches).

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

Role: Program Duta Guru, Coaching and Support Manager
Start Date: Immediately
Employment Type: Full time, 1-Year Contract (Renewable)
Location: Kuala Lumpur, Malaysia

OBJECTIVE OF THE ROLE

Program Duta Guru enables TFM to scale our student impact in every district across Malaysia by building on existing leadership within the system. The Coaching and Support Manager leads the coaching and support strategy as a core component of Program Duta Guru in alignment with other components of the programme as well as Teach For Malaysia's Theory of Leadership.

As a member of TFM's Extended Leadership Team (ELT), the Coaching and Support Manager collaborates with other ELT members to set and drive TFM's strategy and impact while shaping and modeling our core values.

MISSION FOR THE ROLE

The Coaching and Support Manager leads PDG's Coaching and Support Team to provide ongoing support for Participants to develop as highly competent and committed educators, in partnership with Pembimbing Duta Guru.

As part of the PDG leadership team, this individual will also work closely with other managers to ensure that Program Duta Guru is able to cultivate STEM leaders within the Malaysian education system while driving towards transformational student impact.

DUTIES AND RESPONSIBILITIES

Responsibilities include but are not limited to the following:

Coaching and Support

- Develop, communicate and implement a strategy for engaging Pembimbing Duta Guru to provide coaching and support in order to accelerate Participant development.
- Develop and implement a system or process to monitor participant development across the 2 year programme.
- Manage and coach Programme Coordinators to work together with Training Specialists and Pembimbing Duta Guru in order to ensure Participants are supported in their development towards becoming role models to enhance higher order thinking skills through STEM education.

PDG Team Leadership

- As part of the PDG leadership team, collaborate with other managers in PDG to
 - ensure internal alignment on key decisions and programmatic approach with a focus on transformational student impact
 - monitor, evaluate and report programmatic impact against delivery of Program Duta Guru goals
 - foster a sustainable and collaborative team culture to ensure that PDG and TFM goals are met
 - ensure robust project management of PDG within scope, timeframe and budget in order to achieve Participant and student impact
 - manage impact review cycles internally and externally to continuously improve programme implementation.
- Any other responsibilities assigned as required to support the needs of the team and organization where appropriate

KEY MEASURES OF SUCCESS

- **Measure 1** - Evidence of programmatic impact through growth in teacher competencies and student learning

- **Measure 2** - Participant and Pembimbing Duta Guru satisfaction, loyalty and retention targets
- **Measure 3** - Coaching and Support team is engaged, resourced and equipped to deliver PDG's key measures of success

REQUIRED COMPETENCIES

Role-Specific Competencies

- Strong pedagogical practice in alignment with our Student Vision
- Ability to build and sustain strong relationships with a diverse group of people, and establish a network for members to connect with one another
- Strategic planning and execution by aligning the team on a vision of success, planning strategically and monitoring progress systematically
- Ability to manage operational budget effectively
- Ability to drive new initiatives, and act independently while collaborating strategically with various stakeholders

Years of experience & qualification

- At least 6 years experience in education, preferably including experience in coaching and mentoring teachers
- Bachelor's Degree in any field
- Coaching certification would be an added advantage

Leadership Experience & Team Adaptability

- Ability to be adaptable in an entrepreneurial, fast-paced, achievement-oriented environment
- Strong interpersonal skills and ability to work collaboratively with all levels of employees and stakeholders
- Able to think strategically, critically, innovatively, and in a resourceful manner
- Able to build and maintain good relationships with internal and external stakeholders

Language & Technical Proficiency

- Strong written and verbal skills and excellent proficiency in English and basic proficiency in Bahasa Malaysia
- Excellent proficiency in MS Word, Powerpoint and Excel
- Willing and able to readily adopt and utilise any TFM database or technological platform / application (i.e. Google Suites, Confluence, Salesforce, Zoom etc.)

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 200 words per question)

1. Why does joining the Teach For Malaysia (Program Duta Guru) team 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 the volatile, uncertain, challenging, ambiguous (VUCA) environment that we are currently operating in, there may be new challenges, uncertainties and fluidity expected in the work. Share an experience in which you were able to adapt to a VUCA environment. In your answer, please cover:
 - a. A brief explanation of the situation/environment you were in
 - b. How you adapted
 - c. What lessons you learned
4. What are the three most important attributes or skills that you believe you would bring to our organisation?