



## Program Duta Guru Design and Training 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, Design and Training 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 Design and Training Manager oversees the Program Duta Guru curriculum and ensures alignment between various components of the programme as well as overall alignment of the programme to Teach For Malaysia's Theory of Leadership.

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

### **MISSION FOR THE ROLE**

The Design and Training Manager leads PDG's Design and Training Team in developing and continuously improving the Program Duta Guru curriculum in order to develop highly competent and committed educators, serving as role models to enhance higher order thinking skills (HOTS) through STEM education.

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:

#### **Design and Training**

- Manage and coach Design and Training Specialists to work together with Programme Coordinators, Pembimbing Duta Guru, teachers and other subject matter experts in order to
  - identify learning and development needs of Participants
  - design and facilitate high quality, relevant and contextualised training for Participants
  - review the effectiveness of the programme and continuously improve the curriculum to ensure that programme outcomes are achieved

#### **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 organisation where appropriate

### **KEY MEASURES OF SUCCESS**

- **Measure 1** - Evidence of programmatic impact through growth in teacher competencies and student learning
- **Measure 2** - Participant satisfaction, loyalty and retention targets
- **Measure 3** - Design and Training 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 identify training and support needs
- 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 4 years experience in education, preferably including experience in designing and facilitating training for teachers
- Bachelor's Degree in any field

### **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](mailto: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?