



Pre-Service Programme 2023 School Lead

“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.

Role: Pre-Service Programme (PSP) School Lead (Senior Associate)
Start Date: Immediate
Employment Type: Fixed Term (6.0 months)
Location: Kuala Lumpur

MISSION FOR THE ROLE

With the larger purpose of achieving PSP's Vision and Goals, the School Lead works within Teach For Malaysia (TFM)'s PSP Team to engage stakeholders (E.g. School and community) to create a practical learning experience for Fellows.

DUTIES AND RESPONSIBILITIES

In order to achieve the Mission for this role, a PSP School Lead will hold the following responsibilities but are not limited to the following:

- Identify practical experience structure that will allow PSP team to achieve intended outcomes
- Support in practical experience school cultivation and selection
- Support in pairing of Fellows to teachers
- Coordinate with school stakeholders to collect necessary information or documents required from students that involved in practical experience
- Coordinate and manage the practical experience schedule with school stakeholders and PSP team
- Conduct practical experience briefing to relevant teachers, Fellows and students
- Monitor the execution of practical experience

KEY MEASURES OF SUCCESS

At the end of Pre-Service Programme (PSP), the following key measures are fulfilled:

- **School Satisfaction** : Teachers and school stakeholders satisfied with overall practical experience at PSP
- **Operational Efficiency**: PSP is getting the operational basics right and with minimal energy to achieve desired outcomes
- **Timely completion of key milestones** within the stipulated period

REQUIRED COMPETENCIES

- Passion for Teach For Malaysia's mission and the movement
- Desire to operate within the Teach For Malaysia's Core Values

Role-Specific Competencies

- Proactive self-starter with the ability to manage multiple streams of work, and independently prioritise tasks
- Excellent reasoning, problem solving and process-based thinking skills - including responding to the needs of Fellows and staff in the PSP environment
- Able to think strategically and in resourceful manner on PSP

Years of experience & qualification

- Minimum 2 years working experience, ideally in project management
- Bachelor's degree or secondary school diploma with equivalent experience

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 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 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?