



# TFM Fellowship Programme

## Stakeholder Engagement, 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.

**Role:** Manager, Stakeholder Engagement  
**Start Date:** Immediate  
**Employment Type:** Full time, 1-Year Contract (renewable)  
**Location:** Kuala Lumpur, Malaysia

### Objective

Successfully establish, co-create, nurture and drive monetary and non-monetary partnerships within the ecosystem that enables synergies to innovate education in Malaysia. The Programme Associate will work closely with various functions in the organization 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.

### Key Focus Areas in the Role

- **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-create opportunities with stakeholders invested in the mission to deepen collective impact in our regions which optimizes the short term, medium term and long term impact of the TFM Fellowship Programme and Alumni movement.
- **Effective stakeholder engagement and management** - for TFM's strategic and operational purposes, evident through establishment of strong understanding, buy-in, collaborative partnerships and consideration of internal and external stakeholders (public, private sectors as well as other relevant stakeholders) requirements in mutually beneficial goals and agreeable decisions at federal, state and district levels. Supports cross functional teams in identifying, liaising, arranging and preparing for external stakeholder meetings within the ecosystem such as schools, local government authorities, private/corporate stakeholders and other non-profit organisations.
- **Drive collective impact** - support cross functional teams to brainstorm, plan and drive collective impact by mapping communities within the ecosystem, executing Alumni strategy and mobilising the movement. Act as thought partners for other teams to identify strategic priorities to drive TFM's impact.
- **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.

### Duties and Responsibilities

In order to achieve the Mission of this role, a Stakeholder Engagement Manager should:

#### Stakeholder Engagement and Management

- Work closely with the Head of TFM Fellowship Programme as well as the Fellowship Leadership Team to identify and co-create opportunities with stakeholders within the ecosystem including private and public sectors i.e. Ministry of Education government at Federal level (including but not limited to the TFM-MOE Advisory Committee, Implementation Committee, Programme Task Force), State, district levels and local communities (i.e. local authorities, Ketua Kampung, NGOs etc) to ensure strong delivery and effectiveness of our programme.
- Lead strategic planning for engagements and communications with key public sector stakeholders for the programme at federal, state, district and school levels
- Directly line manage team members within the Stakeholder Engagement team and be ultimately accountable for their deliverables

- Lead the planning and implement regional strategy as well as identify and advocate for strategic priorities and opportunities to deepen collective impact in the placement region.
- Supports in strategizing and planning activities for Fellows pertaining to building and nurturing strategic relationships, TFM Fellowship programme (Recruitment and Selection of Fellows, Pre-Service Programme, Employment and Placement of Fellows into schools etc) as well as Alumni related matters.
- Lead planning and preparation for external stakeholder i.e. Ministry of Education engagement activities including events and meetings.
- Responsible for communication of progress updates on programme implementation cross-functionally; with various organisation's departments and / or stakeholders (i.e. school stakeholders, private sectors) in the placement region.

### **Programme Effectiveness**

- Supports Training and Support Team on all areas of the coordination and alignment of the Programme team's goals and objectives.
- Support the Fellowship Team to identify strategic opportunities, develop and drive projects, events or activities with Fellows, students, Alumni and the wider movement.
- Work closely with the Alumni Impact team on matters relating to TFM Alumni

### **Reporting and Knowledge Management**

- Prepare reports, continuously document activities and developments in a systematic manner.
- Ensure the public sector stakeholder engagement database is updated regularly.
- Manages and supports Programme Associate / Senior Associate in administrative tasks related to developing partnerships with the public sector including communication via letters, emails etc is a key job function of the position.

### **Required Competencies**

- Passion for Teach For Malaysia's mission and the movement, desire to operate within the Teach For Malaysia's Core Values and interest in the public sector work
- Highly adaptable and work effectively in an entrepreneurial, fast-paced, deadline-driven, collaborative and VUCA (volatile, uncertain, challenging and ambiguous) environment
- Strong stakeholder management skills; interpersonal and relationship building skills and able to work collaboratively with a diverse range of stakeholders.
- Emotional intelligence including effective relationship building as well as clear and confident, and emotionally engaging communicator both in writing and verbally, Strong desire to learn new things and grow professionally
- Proactive self-starter with the proven ability to manage multiple streams of work, independently prioritise tasks, operate and deliver within deadlines with high levels 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
- Excellent reasoning, problem-solving and process-based thinking skills
- Strong written and verbal communication skills in both English and Bahasa Malaysia.
- Strong proficiency in MS Office and G Suite platforms
- Must be able to travel independently between multiple work sites in other regions, if necessary.

### **Previous Experience**

- At least 4 years working experience in related areas of stakeholder engagement and public sector engagement
- Managerial experience leading a small team preferred

- Prior experience working or understanding of the Malaysian education and social conditions
- Professional work in project management or running programmes or events
- Bachelor's degree in a related field preferred but not required

## APPLICATION

Please scan the following QR code or click on [this link](#) to submit your application through the application form.



*Due to the volume of applications we receive, we apologise that we will not be able to respond to all applicants - only shortlisted candidates will be contacted.*