



Talent Acquisition Recruitment 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 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 44,000 students, working with the Ministry of Education and other partners. 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: Talent Acquisition Recruitment Manager
Start Date: April 2019
Employment Type: Full time
Location: Kuala Lumpur, Malaysia

Objective

To lead a team of recruiters in identifying and cultivating Malaysia's most promising future leaders, locally and globally, of all academic disciplines and career interests into the Teach For Malaysia Fellowship.

Key Measures of Success

- **Design, execute and evaluate annual recruitment strategy** to pursue ambitious recruitment goals that directly drive Teach For Malaysia's impact towards the mission
- **Manage a team of independent and skilled recruiters** supporting excellent performance and facilitating professional development
- **Set clear targets and regularly track and evaluate progress;** gather all relevant information to timely problem-solve and apply course correction where needed
- **Build key long-term relationships with universities or organizations** that can be a leverage for scaling up our recruitment goals
- **Foster a team culture of support, learning, and collaboration** to enable to team to work towards stretched goals

Duties and Responsibilities in the role

- As a team, you set and commit to achieve ambitious and tangible KPIs that are aligned with the overall strategic direction of Teach For Malaysia to increase:
 - High Potential Leads and registrations generated for the fellowship;
 - High potential completed applications cultivated for the fellowship
 - Success rate of candidates performing throughout our selection process without changing the high selection standards
 - Acceptance rate of candidates being offered through our selection process and attending the Pre-Service Program (Pre-fellowship training)
- You design, execute and evaluate recruitment strategy overarching all campus recruitment, overseas recruitment, and young professional recruitment activities within the team
- You lead projects in strategic areas of work to further drive recruitment in the long run, such as optimising the candidate journey or developing new methodologies to improve on key KPIs
- On a consistent and timely basis, you report on recruitment progress to goal; gather, analyze, and evaluate data to make course-corrections in strategic direction or operational procedures
- You line manage a team of 5 recruiters, supporting them in their effectiveness in demonstrating high standards of recruitment excellence in their respective portfolios
- You build a strong team culture within the recruitment team, proactively fostering values openness, learning, and collaboration during team gatherings
- You represent Talent Acquisition team when building and managing long term partnerships with both university and non-university stakeholders
- You are a member of the part-time selection team, interviewing candidates for the Fellowship during our in-house Assessment Centres
- You work closely and collaboratively with other staff, fellows and alumni to increase opportunities and platforms for recruitment

What we are looking for in a candidate

Experience

- You possess a Bachelor's degree or equivalent with at least 4 years experience in recruitment, sales or related areas of work
- Prior experience managing a team is desirable. At a minimum level, you demonstrate commitment to reaching ambitious team goals, ability to influence and motivate others, and the desire to grow into a leadership position.

Skills & competencies

- You understand how to develop an effective long-term strategy, and can inspire and motivate a team for high performance by articulating a clear vision and goal
- You are motivated and operate with a high level of personal responsibility. You promote exceptional performance as a norm for your team and hold others accountable for their work.
- You identify innovations that add value to the team, and use an effective approach in planning, executing, and governing the projects you run.
- You are a clear and confident communicator, able to convey complex messages with brevity.
- You are an analytical problem solver. You gather relevant information, and evaluate it to inform responsible decision-making. When not all information is available, you apply judgement and are confident in choosing a direction.
- You are curious and always looking to develop yourself. You proactively ensure understanding of the latest insights and trends in your field of work, thereby identify potential future challenges and considering them while setting strategic directions.
- You possess strong interpersonal skills to build relationships with others inside or outside your team. You are able to see the bigger picture and can identify win-win situations when building partnerships.
- You identify and address individual motivations and barriers in the people around you. You provide timely and structured feedback, and are committed to support your team members' professional development.

To apply, please send us a copy of your CV and answers for the following three questions to careers@teachformalaysia.org

1. Why does joining Teach For Malaysia excite you?
2. What unique skill set/competency/character will you bring to this role?
3. Which of our 4 Core Values (Sense of Possibility, Excellence, Collaboration, Integrity) resonates with you the most? Why?