

ADVERTISEMENT – PROGRAM DIRECTOR, TEACH TO LEAD

Employment Type: Full Time (2 year contract)

Location: Melbourne (Flinders Lane)

- Flexible work practices (choice of where and when to work), enabling achievement of outcomes
- Passionate, professional and ambitious team, working together to close the education gap

About Teach For Australia

At age 15, students from low socioeconomic backgrounds are on average almost three years behind their counterparts from high socioeconomic backgrounds. Teach For Australia's vision is of an Australia where *all* children, regardless of background, attain an excellent education.

We work towards this vision by recruiting highly competent individuals from diverse academic backgrounds and train and develop them to become exceptional teachers and inspirational leaders that meet the needs of schools in low socioeconomic communities and the broader education system.

About the Team

In 2016, Teach For Australia (TFA) launched a new program – [Teach To Lead](#). The goal of this program is to develop a pipeline of exceptional future leaders – specifically for disadvantaged schools. The first cohort of 16 participants (called 'Fellows') commenced Teach To Lead in April 2016, and the second cohort commenced in January 2017. The program is supported by the Sidney Myer Fund, Gandel Philanthropy, the Victorian Government Department of Education and Training and the Northern Territory Department of Education.

The Australian Government Department of Education is a major supporter of the Teach For Australia initiative.

About the Position

The Program Director is responsible for managing the overall design, implementation and evaluation of the program, as well as maintaining partnerships to ensure its sustainability. The Program Director will also work closely with other members of the TFA Programs team to ensure appropriate linkages and synergies are harnessed between the Teach To Lead program and the TFA Associate Program.

About You

You will have demonstrated experience in leading high-performing teams, managing large projects and building relationships, in addition to a graduate degree in Business Management, Education or a related discipline. Ideally you will have experience in leadership development for schools, and familiarity with the Teach For Australia program. See the Position Description for further details.

How to Apply

For an opportunity to take your place in this life-changing organisation, apply by submitting your CV along with a cover letter to kallie.rougos@teachforaustralia.org by midnight on Sunday 28 May 2017, with subject line "Application: Program Director, Teach To Lead".

Enquiries can be made to Kallie Rougos via the email above or on +61 408 995 287.

POSITION DESCRIPTION – PROGRAM DIRECTOR, TEACH TO LEAD

Department:	Teach To Lead	Employment type:	Full Time (2 year contract)
Reports to:	General Manager, Program Teams	Financial accountability:	Up to \$1.2m per annum
Reports:	4-5 direct	Location:	Melbourne

Role Purpose

In 2016, Teach For Australia (TFA) launched a new program – [Teach To Lead](#). The goal of this program is to develop a pipeline of exceptional future leaders – specifically for disadvantaged schools. The first cohort of 16 participants (called 'Fellows') commenced Teach To Lead in April 2016, and the second cohort of 30 leaders commenced in January 2017. The program is supported by the Sidney Myer Fund, Gandel Philanthropy, the Victorian Government Department of Education and Training and the Northern Territory Department of Education.

The Program Director is responsible for managing the overall design, implementation and evaluation of the program, as well as maintaining partnerships to ensure its sustainability. The Program Director will also work closely with other members of the TFA Programs team to ensure appropriate linkages and synergies are harnessed between the Teach To Lead program and the TFA Associate Program.

Qualifications and Experience

Essential

- Graduate degree in Business Management or Education – or a related discipline
- Significant experience in project management of complex undertakings involving multiple stakeholders
- Demonstrated experience in leading high performance teams, and being a team player
- Experience building successful working relationships between organisations
- Experience working in fast-paced projects with some degree of ambiguity
- Experience in budget management

Desirable

- Demonstrated experience in curriculum development
- Demonstrated experience in coaching
- Past teaching experience and/or school leadership experience
- Experience or exposure to the TFA Associate Program

Skills, Attributes and Knowledge

Essential

- Commitment to Teach For Australia's vision and mission, and commitment to continuously developing a deeper understanding of Teach For Australia's theory of problem and change.

- Proactive self-starter, showing the ability to thrive despite ambiguity
- Very strong personal time and task management skills - demonstrated use of organisational tools to manage a heavy workload
- Exceptional people skills, able to invest others in a goal and build genuine rapport with new stakeholders
- Understanding of Australian schooling landscape and contemporary dialogues (federal-state, national standards, principal autonomy discussions, understanding of what principals and leadership teams do daily in schools)
- Understanding of curriculum development - specifically as relates to adult learning and behaviour change
- Strong budgeting and financial management skills
- Understands and can generate and test business models/product offerings
- Willing to make a multi-year commitment to the program, pending availability of funding
- Strong project management skills, including the ability to design and utilise tools for planning, communicating, and quality assuring project outcomes or goals
- Strength in creating and setting vision and executing to meet objectives at a high level

Key Accountabilities

Project Management and Delivery

- Set and refine the overarching strategy and goals for Teach To Lead, including in relation to growing the program
- Oversee all areas of work on Teach To Lead, to ensure milestones are appropriately planned and achieved.
 - Includes regular reporting to CEO, Teach For Australia Board, and key funders.
- Work with the TFA Measurement, Evaluation and Research team to ensure that robust program evaluation activities are planned and implemented, and then findings communicated to relevant audiences
- Oversee attraction and selection activities to rigorously select appropriate candidates into the program
- Manage all aspects of the delivery of the program, including training and support of the cohorts.
- Lead an Expert Reference Group
- Write and present progress reports at key milestones, for the TFA Board, senior leadership team, CEO, and other key audiences as required.

Relationship Management

- Identify, build, and/or maintain effective working relationships with the following, to inform program design and delivery:
 - local, national and international experts and aligned programs; and
 - state and territory Education Departments, principals, Alumni, existing providers etc.
- Manage relationships with existing program funders, and work closely with the Government Relations and Development teams to develop new partnerships to secure funds for program growth

People Management

- Manage the performance and professional development of the Teach To Lead team, currently consisting of a Senior Manager, Curriculum Design & Delivery, a Program Officer, several casual Leadership Coaches and other indirect reports for specific projects

Our Values

Empowering Greatness

We see great possibilities and strive to bring them to life. We seek to lead by example and are agents for change in ourselves, in students and in our society. We create empowering learning environments that enable others to excel.

Collaboration

We strive to build effective, professional relationships within and across sectors. We have a collaborative mindset that opens us to the opportunities and expertise available through partnerships. We work together - within the organisation, with Associates and with partners, to achieve the individual and systemic changes we seek.

Innovation

We bring energy and creativity to everything we do. We are excited by new ideas and look for new ways to do things that will bring us closer to achieving our goals. We embrace the opportunity to operate outside our comfort zone as a chance to grow and innovate.

Outcome Driven

We are inspired by ambitious goals and pursue them with determination. We use fact-based data to think critically about problems and solutions. We take personal responsibility for delivering meaningful, measurable impact within timeframes that are challenging and motivating.

Humility and Learning

We respect and seek to learn from the communities we serve and the people with whom we work. We recognise the limits of our own experience, ask questions and seek diverse perspectives to inform our views. We work with curiosity and resourcefulness, engage in honest self-reflection and look for ways to continuously improve.

Resilience

We are resilient when faced with obstacles and undaunted by the scale of the change we seek. We rise to the challenge and never forget why we do what we do.

Approvals

Approved By: Kallie Rougos, General Manager Programs Team

Date Approved: 15 May 2017