

ADVERTISEMENT SENIOR MANAGER, PARTNERSHIPS AND PROGRAM

Employment Type: Full Time (contract role, ending 30 June 2019)

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.

About the Position

The Senior Manager Partnerships and Program supports the design and management of partnerships with other organisations to ensure the program's sustainability and is responsible for ensuring the high quality delivery of all program components, including the leadership coaching component.

About You

Along with your graduate degree in Education (or related discipline), your experience in school leadership, and facilitation and coaching (ideally around leadership development) are key success contributions to the role. Ideally you will have experience/strong awareness of disadvantage in education, understand or awareness of the Teach For Australia / Teach To Lead programs, experience with curriculum design and delivery and an understanding of business development.

How to Apply

For an opportunity to take your place in this life-changing organisation, [apply here](#), by midnight on Sunday 16th July 2017.

Enquiries can be directed to jobs@teachforaustralia.org.

POSITION DESCRIPTION

SENIOR MANAGER, PARTNERSHIPS AND PROGRAM

Department:	Teach To Lead	Employment type:	Full Time (contract role)
Reports to:	Program Director	Financial accountability:	\$NIL
Reports:	0-4 first level (direct) 0 second level (indirect)	Location:	Melbourne

Role Purpose

Supports the design and management of partnerships with other organisations to ensure the program's sustainability and is responsible for ensuring the high quality delivery of all program components, including the leadership coaching component

Qualifications and Experience

Essential

- Graduate degree in Education, or a related discipline
- 5 or more years' experience in schools and/or school leadership, with demonstrated positive impact on students
- School leadership experience, with demonstrated positive impact on students
- Experience as a leadership coach, increasing others' effectiveness
- Experience building successful working relationships between and within organisations
- Experience facilitating adult learning, in a variety of settings

Desirable

- Graduate degree in Business Development or at least 3 years' experience in business development
- Experience designing curriculum and/or professional learning for adults (preferably in relation to leadership development)
- School leadership experience in a disadvantaged community, with demonstrated positive impact on students
- Experience or exposure to the TFA Associate Program and/or the Teach To Lead 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.
- Strong understanding of Australian schooling landscape, leadership development and willingness to stay abreast of this
- Exceptional people skills, able to invest others in a goal and build genuine rapport with new stakeholders
- Understands and can generate and test business models/product offerings
- Exceptional oral and written skills
- Very strong personal time and task management skills - demonstrated use of organisational tools to manage a heavy workload
- Strong facilitation skills, engaging adult learners to ensure commitment to action and increased leadership
- Strong ability to coach others—including listening, questioning, and giving feedback

Key Accountabilities

Business Development & Relationship Management

- Generate and test business models and product offerings to support exploration and analysis of program growth in different regions and with different models
- Liaise with, support 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.
- Work closely with TFA's Government Relations and Development teams to maintain relationships with existing partners and develop new partnerships to secure funds for program growth
- Cultivate relationships with Teach To Lead partner schools, to share information about the program and assist in recruitment and selection of future participant cohorts

Curriculum Design and Delivery

- Design and/or adapt program components, including face-to-face workshops, coaching, in-school activities, peer to peer learning, and Year 2 activities
- Establish and/or manage partnerships with other organisations/contractors to design and deliver specific program components
- Facilitate selected program modules, as relevant
- Manage and support the work of facilitators to ensure integrated, consistent and high-quality learning for program participants

Leadership Coaching

- Coach program participants one-on-one, primarily through virtual meetings to support them to set and achieve ambitious goals for themselves, their teams and their students
 - this will involve supporting participants to translate goals into measurable outcomes, track progress and help participants to adjust their approach where necessary
- Provide feedback to participants on their leadership performance, based on direct observation and reviewing other forms of evidence
- Document coaching discussions, for follow-up in future meetings
- Collect and analyse data on participant skills and impact to evaluate program effectiveness

Resource and Tool Development

- Oversee the design or identification of supplementary resources to support participants, including but not limited to diagnostic and summative assessments
- Manage online resource sharing, accessibility for participants and possible development of online learning opportunities

Contributory

- Support alignment and sharing of learning between Teach To Lead and Teach For Australia's 2 year Associate program for beginning teachers
- Provide advice and support as relevant on Teach For Australia Associate program, based on teaching and leadership expertise
- Support activities and processes to select future participants

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.

Approvals

Written by: K. Rao
Evaluated by: F. Lymer
Job Grade level: Senior Manager

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.

Date: 27 June 2017
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Review date: 27 June 2018