

ADVERTISEMENT STRATEGY MANAGER

Employment Type: Full Time (contract role – to 31 December 2019)

Location: Melbourne

- 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

Teach For Australia is an innovative non-profit organisation and part of a global movement dedicated to developing leadership in classrooms and communities, to ensure all children achieve their potential.

We recruit Australia's future leaders and inspire, connect and empower them to a lifetime of action tackling educational disadvantage – activated by the classroom. Our vision is of an Australia where all children, regardless background, attain an excellent education.

About the Strategy & Impact Team

The Strategy & Impact team are responsible for driving the strategic direction of TFA and ensuring that our strategy is informed by robust analysis, data and evidence. We are responsible for designing and coordinating the key planning tools that ensure we are all pulling in the right direction and aligned to our strategy and organisational goals. We partner across the organisation to increase our understanding of our activity through our evaluation framework and embed continuous improvement behaviors.

About the Position

The role will provide strategic and planning capability to navigate the organisation through a period of growth and opportunity, while experiencing the increasing complexity and challenges that come with organisational growth and change. The role will focus on supporting the Executive Leadership Team to set the direction of the organisation and coordinate the planning of the organisation to achieve organisational goals, undertaking key strategic projects and providing the analysis and evidence base to inform decisions and activity across the organisation.

About You

You will do well in this role if you're naturally strategic, approach problems in a creative yet structured manner and see things through a systems lens – you will connect the dots and demonstrate that you can coordinate and influence others around a common goal. You will be a self-starter and strong team player who is committed to social justice and has a passion for making organisations as effective as possible. You will have experience of strategy development, planning and change/project management, with examples of both success and failure in your work. You will have a personal development and continuous improvement mindset with a desire to learn and share learnings with others.

How to Apply

For an opportunity to take your place in this life-changing organisation, [apply here](#), by midnight on Monday 11th June 2018 and submit your CV via email to jobs@teachforaustralia.org, with the subject line 'Application: Strategy Manager'. Enquiries can be directed to jobs@teachforaustralia.org.

JOB DESCRIPTION

Role Title: Strategy Manager

Function: Strategy & Impact

Reports To: Director – Strategy & People

Financial \$NIL

Accountability:

People 0 first level

Management: 0 second level

Role Purpose

Provide strategic and planning capability to navigate the organisation through a period of growth and opportunity, while experiencing the increasing complexity and challenges that come with organisational growth and change. The role will focus on supporting the Executive Leadership Team to set the direction of the organisation and coordinate the planning of the organisation to achieve organisational goals, undertaking key strategic projects and providing the analysis and evidence base to inform decisions and activity across the organisation.

Qualifications and Experience

Essential

- At least seven years professional experience, with at least three years relevant experience in a similar strategy, change and/or planning role
- Experience of leading an organisation (or a significant part of an organisation) through a strategic planning process or a large-scale change initiative
- Experience of managing a significant project through the full project life cycle

Desirable

- Experience in a not-for-profit organisation or management consultancy
- Experience of the education sector
- Experience of undertaking significant research projects
- Experience of social policy
- Project, change or business improvement qualification (eg, Prince2, PMP, MSP, Lean6Sigma etc)

Skills, Attributes and Knowledge

Essential

- Strong leadership orientation and a flexible self-starter who thrives on challenges and who is a strong fit for Teach For Australia's vision and core values
- A natural disposition for continuous improvement and the appetite to learn and develop
- Sound judgement, particularly in respect of the impact of strategy and change on people
- Competence and comfort in navigating ambiguity, with an orientation to provide clarity and structure
- A highly collaborative and creative approach to problem solving
- Strong commercial acumen and understanding of not-for-profit business and operating models
- Strong output management skills, notably the ability to independently deliver quality output within set timelines and manage competing priorities
- Strong strategic-thinking, organisational diagnostic and vision setting skills to address current and future challenges and opportunities in an innovative and sustainable manner
- Advanced research and analysis skills with the ability to synthesise conclusions and facilitate discussions for high-level decision making
- Advanced relationship management and influencing skills across internal and external stakeholders at all levels
- Change and programme management skills, and the ability to direct and influence senior colleagues to achieve organisational goals

Desirable

- Understanding of the 'Teach For' model, participant experience and stakeholder landscape
- Understanding of the issues and policies effecting educational inequality and best practice in addressing educational inequality
- Understanding of Australian policy and its effects on Teach For Australia

Key Accountabilities

Organisational strategy development and planning

- Work closely with the Director, Strategy & People, CEO and other senior leaders of the organisation to develop a multi-year strategy and planning processes
- [*from 2019 onwards*] Work closely with the Director, Finance & Business Services to design and coordinate the annual planning process (containing organisational priorities, goals, functional plans and the organisational budget), liaising closely with the Executive Leadership Team, functional leads and State Managers throughout the process
- Develop the system and organisational dashboard required to ensure accountability for performance against our organisational goals is monitored and communicated appropriately
- Strategic advisor to Executive Leadership Team

Strategic projects and change

- Lead significant strategic projects, delivering all aspects of project cycle (scope, planning, delivery, change management)
- Undertake analysis to inform decisions on strategic projects and/or opportunities, including coordination of our 'Opportunity Management Framework' for new opportunities
- Build project, change and continuous improvement capabilities into the organisation

External landscape, research, evidence and policy

- Pro-actively scan the external landscape (national and global) and ensure TFA strategy is informed by education sector developments, evidence and best practice
- Work closely with the Evaluation & Impact Manager to undertake or commission research projects in line with TFA strategy, supporting functions as appropriate
- Work closely with the Evaluation & Impact Manager to ensure research and evidence influence TFA's organisational strategy and functional plans, working with teams across the organisation to make this a reality
- Working closely with the Director of Policy & Government Relations and other key internal stakeholders to manage the TFA policy framework and identify policy partnerships
- Coordinate internal policy responses and pro-active submissions

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: S. Braganza-Travis
Approved by: S. Braganza-Travis
Evaluated by: F. Lymer
Review date: 07 May 2019

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.