



TEACHFOR  
AUSTRALIA

## JOB ADVERTISEMENT RECRUITMENT AND ADVOCACY MANAGER

**Employment Type:** Full time  
Maximum term contract until 31 December 2022 (possibility of extension)

**Location:** Multiple locations available (Perth, Melbourne, Brisbane, Sydney, Adelaide)

Teach For Australia would like to acknowledge the many Traditional Custodians of the lands throughout Australia. We pay our respects to their Elders past, present and emerging, for they hold the memories, the traditions, the culture and hopes of Australia's first peoples.

- Opportunity to work with an engaged community of educators - working to **close the education gap**
- **Flexible work practices**, including the option to work from home
- Allowance and time off work for **professional development**
- Join us in our commitment and vision for [Reconciliation](#), in a space where we learn and grow together

### About the Position

To source, compel and support talented and diverse individuals to apply to Teach For Australia's Leadership Development Program.

### About the Team

As Teach For Australia seeks to grow to scale the Recruitment Team is responsible for finding Australia's future leaders, both career changers and graduates. By helping our country understand that educational inequity represents the biggest issue facing our society, we aim to attract the most diverse group of tomorrow's leaders to the program and build the reputation of the most aspirational employer in Australia.

### About You

This role is for you if you're excited to source, attract and compel talent with great leadership potential to apply to our program. Alongside your relevant work experience, you'll love nothing more than developing relationships with a variety of key stakeholders and leading a local recruitment strategy to ensure that Teach For Australia's attraction campaign is executed to a high level. We're looking for:

- A bachelor's degree in any discipline
- Ability to influence, inspire and motivate people, and to quickly develop relationships with potential recruits and other individuals
- Outcome driven - thrives when working to set targets
- Strong communication and interpersonal skills (including strong presentation skills)
- Passion for our vision, with a strong fit with our core values

**Teach For Australia encourages applicants of all backgrounds to apply.**

### How to Apply

For an opportunity to take your place in this life-changing organisation [Apply here](#), **by 11:59pm on Sunday 30 January 2022.**

All enquiries can be directed to [jobs@teachforaustralia.org](mailto:jobs@teachforaustralia.org).

Teach For Australia values diversity, and encourages applicants of all backgrounds to apply. Please note that you must have the appropriate right to work in Australia in order to be eligible for this role. Successful candidates will be required to undertake a National Police Clearance, and obtain a valid Working With Children Check. For more information about Teach For Australia and its impact on educational disadvantage, please visit <https://www.teachforaustralia.org/>.

## JOB DESCRIPTION

**Role Title:** Recruitment and Advocacy Manager

**Function:** Recruitment

**Reports To:** Recruitment Team Manager

**Financial  
Accountability:** \$NIL

**People  
Management:** 0 first level (direct)  
0 second level (indirect)

### Role Purpose

To source, compel and support talented and diverse individuals to apply to Teach For Australia's Leadership Development Program.

### Qualifications and Experience

#### Essential

- A bachelor's degree in any discipline
- At least two years relevant experience in a dynamic working environment

#### Desirable

- Experience in recruitment, marketing, sales, advocacy, campaigning, development or fundraising, AND/OR
- Experience working as an Associate or staff member with a Teach For All network partner

### Skills, Attributes and Knowledge

#### Essential

- Ability to influence, inspire and motivate people to quickly develop relationships with potential recruits and individuals in organisations
- A self-motivated and entrepreneurial individual with a commanding presence
- Passion for our vision, with a strong fit with our core values
- Strong communication and interpersonal skills (including strong presentation skills)
- Demonstrated experience in planning, organising and managing various projects to meet goals and objectives – consistently using data to track progress against targets and course correct where needed
- Tenacity and resilience in tracking and leveraging key relationships
- Flexibility – comfortable working within ambiguity
- Appetite to learn and develop
- Strong work ethic – an orientation to work efficiently and effectively
- Willingness to travel up to 30% over the course of the year

### Primary Accountabilities

#### Attraction, Selection and Associate Engagement

- Developing and executing region and university-specific plans (in alignment with broader attraction strategy) to meet ambitious application and hire targets
- Actively identifying and meeting with the most outstanding talent, successfully influencing them to apply for the program
- Using sound judgement in executing assessor and associated duties as part of the Associate selection process



- Ensuring that successfully selected Associates have the mind-sets and knowledge to be fully prepared to join the Program, and executing a range of activities to engage, inspire and build community and connection amongst incoming Associates

#### Stakeholder Management and Strategic Thinking

- Building, maintaining, and leveraging relationships with a variety of stakeholders to increase brand awareness and application numbers from within our target markets
- Analysing campaign data to identify trends and opportunities by tracking all activity in Salesforce (constituent management platform), regularly reviewing progress towards goals, and course correcting where necessary

#### Team Management

- Managing a small team of casual, student Campus Brand Ambassadors who work to build Teach For Australia's brand awareness on university campuses



## Our Values

### Serve the Students

Everyone at TFA works in service of our vision for children and young people: an Australia where education gives every child, regardless of background, greater choice for their future. Our partnerships – with teachers and leaders in schools and across communities, organisations and systems – is in service of making their future fairer and brighter.

### Have High Expectations

Having high expectations – for ourselves, of others, and of what should be possible for students – is essential. The students we serve deserve no less. This does not mean setting unrealistic expectations that cannot be met, however this does mean having a sense of possibility and being motivated by a bold ambition.

### Make It Happen

To best serve students and their futures, we know there is a lot of work to be done. Not all of it will be straightforward. We act with deliberate intent. 'Hope is not a strategy'; we use data, creativity and the wisdom of experience to plan then execute. Our work is a marathon not a sprint, so we pace ourselves, working hard and smart.

### Get There Together

We have a big vision and mission. We can't – and won't – achieve it on our own. Authentic, mutually reciprocal relationships come first. We know that relationships – with students, colleagues, the TFA community, and countless others involved in this work – underpin everything else. Through trusting relationships, we can harness the power of collaboration and foster a collective sense of belonging.

### Celebrate Along the Way

We find joy and possibility in the big vision of what could be. We celebrate the strength and uniqueness of every student, and those who work in service of them. To sustain ourselves, we strive to laugh often and celebrate the small wins along the way. We believe in acknowledging contributions, recognising how far we have come by leveraging our strengths, and working with gratitude, humour and a bit of fun to keep us motivated for the journey ahead.

