

JOB DESCRIPTION

EDUCATION CHAMPION

This role reports to the Section Head, Education Services

In GG we seek to raise an exemplary next-generation and empower families. As an Education Champion, we are looking for someone who is passionate for GG's vision and mission and loves to work with children from schools, underserved communities and children homes who need help in their studies.

MAIN RESPONSIBILITIES

1. Formulate education strategies and syllabuses for primary and secondary students in the schools, communities or children homes in order for them to improve in their academic performances.
2. Conduct and manage learning sessions as needed according to agreed strategies and carry them out according to the curriculum.
3. Inspire, motivate and help train volunteer teachers (or learning mentors), to carry out the education programmes effectively over the long run.
4. Prepare and assess necessary assignments related to the learning sessions.
5. Track and monitor students' progress and development as well as perform basic administration related to keeping students' attendance and progress records.
6. Adapt and modify the teaching curriculum according to the needs of the students.
7. Assist in building good rapport and developing strong relationships with existing or potential education institutions/ colleges/ universities, other NGOs or government agencies and communities.

SKILLS & QUALIFICATIONS THAT WORK BEST FOR THIS ROLE:

- Relevant teaching certification, e.g. B.Ed, Dip.Ed. and teaching experience would be an added advantage
- Able to prepare and conduct sessions for English Language/Mathematics/Bahasa Malaysia subjects
- Strong organizational and administrative skills
- Preferably able to converse in other languages, e.g. Tamil/Mandarin
- Able to confidently use Microsoft Office (Word, Excel, PowerPoint)
- Must have own transportation and willing to travel as needed

EDUCATION CHAMPION

TRAITS WE ARE LOOKING FOR

Let us know if you think the following describes you!

YOU HAVE A PASSION FOR EDUCATION

You are an Educator and it is your dream to see education in Malaysia be one the nation is proud of. You believe in the next-generation and want to effect positive change in their lives.

YOU ARE DILIGENT

You know what it means to persevere and not 'give-up'. You see things through and are relentless to ensure your students are learning. You are matured and able to encourage others that hard work truly pays.

YOU ARE A TEAM PLAYER

While you are able to carry out tasks with minimal supervision, you also enjoy being an active part of a team. People enjoy working with you because of your positivity and commitment to excellence – no matter how big or small the task.

YOU COLLABORATE

You understand that it 'takes a village to raise a child' and look forward to synergizing with others across departments and environments. You take pride in collective effort and championing GG's vision and mission together with volunteers, schools, institutions, clients and partners.

INTERESTED?

We've got you covered.



Fair and equitable salaries
EPF and SESCO contributions
Replacement days off



Personal growth and career development through training and project work exposures



Medical Allowance
Family benefits
Insurance coverage for personal accident & hospitalisation



Fun colleagues who play badminton, DOTA together and engages in a friendly game of ping-pong in between meetings. Yes, we have a ping-pong table that doubles as a meeting table.