



We are recruiting!

Senior Project Officer, Malaysia



Calls Over Ridges

Reach the world, light the world !

Application closing date: December 23, 2022

The reviewing process will take place on a rolling basis

What is the initiation role of Calls Over Ridges in Malaysia?

Calls Over Ridges will partner with Malaysian NGOs that run Alternative Learning Center (ALC) for Stateless children. We are in the initial stage of developing programs for our early users, which include 5 ALCs operated by Tzu Chi Malaysia and ElShaddai in Sabah. We plan to support stateless children with a quality learning journey through initiations on teacher capacity-building programs and breakthroughs in curriculum design.

This opportunity comes with

- Competitive salary
- Ownership of initiating educational programs
- Exposure to cross border team operation (Taiwan, Nepal, the Philippines)
- One year contract, with the opportunity to extent as the leading role of Calls Over Ridges Malaysia's educational operation

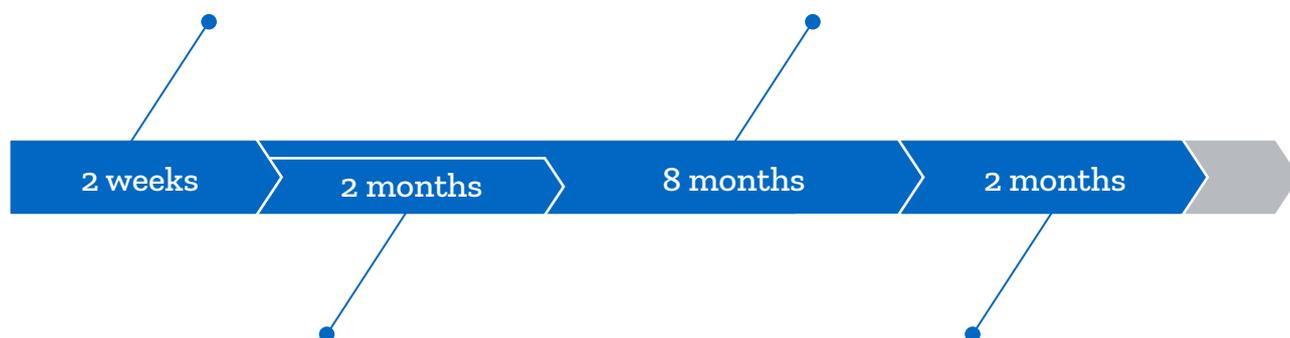
The first year journey includes

Onboard tour

- Travel to Kota Kinabalu, Sandakan, and Tawau to get an overview picture of 5 **stateless children's alternative learning centers**.
- Participate in online cultural workshops with Taipei headquarter, and complete the onboard process with the administration department.

Pilot project design and implementation

- Design pilot projects while reaching out to professionals and stakeholders.
- Implement pilot programs and monitor the initial impact.



Immersion

- Participate daily at designated Stateless Children Learning Centers across Sabah. These centers run two shifts per day.
- During the first shift, you will assist teachers and staff in class.
- During the second shift, you will conduct research for both programs.

Shape the future

- Create long term planning of programs.
- Annual review & contract extension with supervisor.
- Opportunity to be enlisted in the Calls Over Ridges Leadership Program to initiate your own educational NGO.

Location

- Based in Sabah (rotate between KK, Sandakan, Tawau)
- Travel to KL as the program required

Salary: 3,800 ~ 4,800 MYR

We will be happy to disclose other applicable benefits to applicants as part of this process. Please note that this will vary according to the capacity of the appointed candidate.

Role purpose

Senior Project officer of Malaysia is part of the Calls Over Ridges international team as the potential leader of Calls Over Ridges Malaysia.

The Objective of the project officer includes:

- 1 Identifying deeper needs and critical solutions of NGOs that run stateless ALCs
- 2 Initiation of the pilot run of the **Teacher Retention Program** in at least one partnered stateless ALC
- 3 Initiation of the pilot run of the **Curriculum Redesign Program** in at least one partnered stateless ALC
- 4 Evaluate the outcome of both pilot programs and set up a long term educational program structure
- 5 Managing partnership relationships with local agencies and building local networks

Expected deliverable

- Proven hypothesis and the initial design of both programs is expected to be deliverable within 6 months in the form of a report.
- Pilot implementation of both programs should be executed within 1 year.

Key areas of accountability

- Participation in ALC class activities during the research and development stage
- Initiation of educational programs
 - Research, surveys, and interviews on Stateless issues
 - Development of teacher extension and capacity building programs
 - Leading Curriculums re-designed for ALCs
- Supervision projects sponsored by Calls Over Ridges in the work area
- Work in close integration with the Calls Over Ridges International team to ensure the progress and update through
 - Online monthly team report meeting
 - Online weekly program update

Reports to

Co-Founder & CEO of Calls Over Ridges, work with Calls Over Ridges international team.

Three month probationary period

The first three months of your Contract will be a probationary period during which your suitability for the position will be assessed at the end of both the second, and the third month.

Qualifications and experience

Essential

- At least three years of work experience
- Bachelor's Degree
- Strong command of both written and spoken English
- Solid analytical and writing skills (including report writing)
- Ability to work with multiple stakeholders and maintain strong relationships
- Computer knowledge - Microsoft Word, Excel, ppt, Google workplace
- Very strong facilitation, negotiation, communication, and representation skills
- Strong leadership and management skills
- Communicates clearly, effectively, and appropriately to the audience
- Excellent project management, interpersonal, communication, and negotiation skills
- Able to stay in the field for at least 50% of the time
- Able to commute by car on one's own to designated working locations

Desirable

- Experience in leading or managing a team
- Background in child education
- Aware and have knowledge on stateless issue in Malaysia
- Experience with child rights programming
- Experience in managing a program portfolio
- Experience as a Start-up team member
- Experience or knowledge of working and living in relevant regions/contexts

Application information

1 First stage: CV application

- Please email hr@callsoverridges.org for the application
- Please include a cover letter and an up-to-date CV as a single document within 3 pages
- Please also include details of your current remuneration and salary expectations

2 Second stage: Submission of assignments

- We typically only contact candidates moving forward in the Assignment Process
- Please follow the instructions and deadlines to complete the assignments

3 Third Stage: Interview

- We typically only contact candidates moving forward in the Interview Process
- You will be invited to a series of subsequent interviews with the hiring manager and CEO

4 Fourth stage: Reference check

- To check the reference about the experience with related parties

Application closing date: 23th December, 2022

Please note that the reviewing process will take place on a rolling basis and we reserve the right to close this advert once sufficient applications are received.

Acceptable onboard date

Preferable: The first week of February, 2023

Latest: The end of February, 2023

About Calls Over Ridges

Calls Over Ridges is a child-centric education organization composed of young educational leaders throughout Asia. We are committed to creating long-lasting educational opportunities to impact the lives of underprivileged children. As an international organization based in Taiwan since 2015, we initiated our programs in Nepal which were then developed into 2 systems within the last 7 years.

- **The education system for underprivileged children**

We have transformed 15 schools' environments by developing a comprehensive regional educational system, which includes 4 aspects and 9 programs. We now serve 6000 underprivileged children in Nepal, including 2 rural regions.

- **Incubation system for young professionals**

We seek to develop and foster local education with an "exit" plan in mind. Calls Over Ridges has provided project management incubation and financial support to young professionals from 5 countries. As a result, educational operations in Nepal have been independently run by local young leaders who founded their own NGO in 2018.

Starting in 2022, we are expanding our work toward the Philippines and Malaysia. We hope to kick start new chapters by recruiting young people passionate about making an educational impact.

If you want to take actions that leave your country better than you found, why not make that day today?

• Visit our website for more information: <https://international.callsoverridges.org>