Career Opportunity

Senior Associate, Alumni Impact

Reporting to: Manager Alumni Impact/Director Programs

Location: Islamabad

Type: Full Time

No. of Positions: 1

Teach For Pakistan (TFP) is a national not-for-profit organization committed to creating a powerful social movement for equity and excellence in education. We enable Pakistan’s top talent to teach for two years in underserved communities and drive systemic change in education throughout their lives.

Teach For Pakistan envisions the day when every child in Pakistan will participate in an education that nurtures them to become loving, thinking and engaged citizens. To that end, we are aiming to grow our movement aggressively over the coming years, and are looking for team members who will work passionately and rigorously to achieve this goal.

The Role

The Senior Associate, Alumni Impact (SA, AI) will support the leadership development of Program Participants (Fellows) and Alumni. The Alumni Impact team is responsible for supporting Fellows’ leadership development, preparing Fellows for Alumni-hood, enabling a connected, engaged and mission driven Alumni community and creating learning experiences for Alumni’s leadership development aligned with Teach For Pakistan’s vision. The SA, AI will work with the Manager, Alumni Impact and Director, Programs to strengthen the Alumni Community, support the design and execution of learning experiences for Fellows and Alumni and coordinate with the program, monitoring evaluation and communication teams to support this programmatic area.

Primary Responsibilities include but are not limited to:

- Support the vision, goals, and strategy for long-term Alumni impact in expanding educational opportunity, rooted in a deep understanding of the root causes of educational inequity in Pakistan
- Advance and refine vision and strategy through ongoing research and expert consultation
- Implement the strategy and plan for career and professional development for Fellows and Alumni that accelerate their leadership and deepen their understanding of educational inequity and long-term solutions; oversee delivery of various workshops, trainings, and other opportunities in collaboration with other relevant departments
- Identify post-Fellowship career options and connect Alumni to strategic opportunities that enable their long-term impact in strategic pathways
- Oversee execution of high-impact Fellow and Alumni events, including but not limited to networking events with organizational partners, Alumni Induction Ceremony, Alumni conference etc.
- Identify, cultivate and inspire external supporters across diverse sectors to contribute to alumni impact efforts
- Develop and strengthen partnerships with all strategic stakeholders
- Strengthen the community of Alumni inspired by and dedicated to Teach For Pakistan’s mission by planning, implementing, and maintaining programs that maximize Alumni engagement and foster strong relationships in the Teach For Pakistan community
- Build and utilize data systems to track Alumni impact and make data-driven decisions regarding strategic priorities
• Manage the communication strategy with internal and external stakeholders on all Alumni impact areas
• Collaborate with other departments and regional teams to ensure an aligned approach to Fellow and Alumni development and engagement prior to, during, and beyond their Fellowship
• Foster a team and organizational culture focused on leadership and long-term impact
• Support other programmatic functions as required

The ideal candidate will have excellent interpersonal skills and networking capabilities. She/he will be purpose-driven and hold a genuine passion to improve education equity in Pakistan. She/he will have the following qualifications and experience:

• Bachelor’s degree required, Master's preferred in a relevant field
• At least 2 years of relevant work experience with strong references
• Strong understanding of and belief in Teach For Pakistan’s theory of change
• Excellent communication skills, especially ability in verbal and written English and verbal Urdu
• Excellent EQ and proven ability to work in partnership with people from diverse backgrounds required
• Prior experience with building and strengthening Alumni networks or peer communities is preferred
• Willingness and comfort with travel to peri-urban and rural schools required
• Proficiency in Microsoft Office
• Strong understanding of the issues and debates in Pakistan’s public education and equity

**Salary and benefits** will be competitive and commensurate with the candidate’s skills, qualifications and experience.

**How to apply:** Send us your resume and cover letter at careers@iteachforpakistan.org. Since we will be hiring on an ongoing basis, the applications sent in earlier will have a higher chance of selection. Here are a few important notes to keep in mind for submitting your application, without which it will not be considered:

• Please mention the job title in the subject of the email
• A generic cover letter will disqualify you from consideration. Your cover letter must address the following questions:
  - Why are you interested in working for Teach For Pakistan?
  - What specific skills, mindsets, and experiences make you a good fit for the role and the organization?
  - What challenges would you face in the role and how would you overcome them?

We strongly encourage you to learn more about us at [www.iteachforpakistan.org](http://www.iteachforpakistan.org) and our social media pages before applying.