TUF Leadership Development Coach 2022-23 Recruitment

We are a non-profit and mission-driven organisation in Hong Kong (registered tax-exempt charity No. 91/11375) founded in April 2011. We develop university graduates via our signature two-year TUF Leadership Development Program as Program Mentors(PMs) to impact the personal development of socially and financially disadvantaged students at schools.

We are looking for a **Leadership Development Coach** to support our Program Mentors' professional development and catalyze their success on their unique role at school. The coach is responsible for regular Leadership Development (LD) training, supervision of Mentors' LD learning project, field coaching on Leadership Practices. This is a project-based position from Aug 2022 to July 2023 (avg. 8 hours of commitment per month).

Core Responsibilities:

Leadership Development (LD) Training

- Review and design the annual Leadership Development training program based on James Kouzes' and Barry Posner's The Leadership Challenge®;
- Attend 4-5 induction LD training sessions by our Head Coach in Aug 2022;
- Deliver 9 monthly LD training sessions for 8 PMs on a scheduled Friday/Saturday from Sep 2022 to July 2023;
- Facilitate and coach 6 PMs out of 8 PMs who are in the 2nd year LD program on the self-directed leadership project throughout the school year;
- Review with TUF representatives on the outcome and adjust delivery accordingly and prepare a final review report to the board and management

On-site Field Coaching

- Conduct around 16 field coaching sessions with 8 PMs on leadership practices and classroom engagement after classroom observations
- Conduct immediate 30-minute coaching with PMs to co-develop initial strategies with PMs to improve on their chosen area;
- Prepare a written observation report to TUF office after each field coaching session;
- Review with TUF representatives on the outcome and adjust delivery accordingly

Essential qualifications:

- Bachelor degree or above
- Minimum 3 years of experience in providing coaching , employee training or leadership in 1-on-1 and team support environments both physically and virtually
- Demonstrated embodiment of TUF's values in a professional environment and cultivated a growth mindset
- Show empathy, maturity and willingness to work closely with our PMs and management team, and provide customised coaching support
- Experience in youth work and teaching will definitely be an advantage
- Formal training on coaching would be an asset

Application Method

Please send a detailed resume and expected service charge to join-us@teachunlimited.org, quoting the reference "Application for TUF Leadership Development Coach & Field Coach 2022-23" in your correspondence by 5 June 2022 (Sunday).

Only shortlisted candidates will be notified. All Personal data collected will be used for recruitment purpose only.

For more details about TUF, please visit our website www.teachunlimited.org

Other information:

The information provided by the applicants will keep in confidence and use for the purpose relating to the recruitment of the vacant posts.

Due to job nature, successful candidates will require to undergo the Sexual Conviction Record Check Scheme and will be required to provide COVID-19 vaccination record or valid medical certificate according to the "vaccine pass" arrangement.

Teach Unlimited Foundation is a registered tax-exempt charitable organization under Section 88 of the Inland Revenue Ordinance (Cap 112) in Hong Kong.