

TEACHFORNIGERIA

Title: Program Director
Reporting to: CEO
Start Date: Immediately
Employment Type: Full-time
Location: Based in Lagos, Nigeria

About Teach For Nigeria

Teach For Nigeria (TFN) is focused on developing a movement of leaders across the nation who are committed to ending educational inequity. In the short term through a two-year Fellowship, TFN recruits Nigeria's most outstanding university graduates and young professionals of all academic disciplines to teach as full-time teachers (as Fellows) in high-need schools in poor communities. Through this experience, our Fellows gain exposure to the realities of Nigeria's education system and begin to identify their role in building a broader movement for educational equity. In the long term, TFN supports its alumni – equipped with the experience, conviction, and insight that comes from leading children to fulfill their potential – to be a force for change, working from across sectors to expand educational opportunities.

Our Core Values

- **Sense of possibility:** At Teach For Nigeria, we relentlessly drive towards achieving our goals, with a strong belief that nothing is impossible.
- **Respect and Humility:** All our actions are guided by a sense of humility and equality, and we greatly value human dignity.
- **Excellence:** We have high expectations of ourselves and others, and we are sworn to deliver the best quality in all we do.
- **Integrity:** We do the right thing, and we conduct ourselves in accordance with the highest standards of professional behaviour and ethics. We are transparent, honest, and ethical in all our interactions.
- **Leadership:** We set positive examples and influence others to achieve set goals.
- **Innovation:** We anticipate change and shape it to fit our purpose. We acknowledge the weaknesses within our society and create ethical, forward-thinking solutions.

Position Summary

The Program Director's overall responsibility is to meet ambitious annual program goals (i.e., size and diversity of the Fellows, the effectiveness of Fellows in leading students to measurable gains in academic achievement, alumni leadership as a force for change, and alumni engagement) while laying the foundation for long-term success through assembling and developing a strong team, serving as a resource to them, and collaborating effectively across the organization.

As Teach for Nigeria (TFN) expands its network within Nigeria, you will be responsible for developing frameworks for programs and curricula that state entities can use to contextualize and deliver fellow training. You will also be responsible to define standards that state entities need to meet to ensure the quality of program delivery and key indicators using which program delivery performance of state entities can be measured.

The Program Director provides technical oversight to all programmatic teams. As part of the senior leadership team, the Program Director also plays an active role in planning, designing, implementation, supervision, expansion/development, and administration of the overall Teach For Nigeria program.

Duties and responsibilities

- Facilitating the cross-team collaboration of the program teams, including ensuring alignment across teams, optimizing strategies and resource allocation across teams, and sharing best practices.
- Serving as the staff liaison to the program committee of the board of directors, and representing the work of the program teams to the full board, and to other external stakeholders as appropriate.
- Reinforcing a national culture of goal orientation, accountability, data-driven decision-making, and optimism about the potential for improvement across all national and state program staff.
- Designing and developing frameworks and standards that state entities can use to develop their contextualized programs.
- Collaborating and building strong relationships with the rest of the organization, ensuring the collaboration of each program team with other teams such as recruitment, training, and alumni to name a few.
- Enabling Teach For Nigeria's Programmatic teams to achieve their vision and goals, which includes steering:
 - ❖ The Recruitment team to attract and mobilize high-quality applications to the Teach For Nigeria Fellowship in order to meet the organization's Fellow growth targets and also to build the necessary systems and processes to ensure that the most committed candidates make it through to the 2-year Fellowship.
 - ❖ The Training and Leadership team to facilitate a high-quality training experience for Fellows through the 2 years and continuously monitor and provide feedback on the impact our Fellows have in their classrooms.
 - ❖ The Alumni Development team to design and implement strategies to engage our Alumni and catalyze a broader movement for education reform across the country.
 - ❖ The Monitoring & Evaluation team to develop an evaluation framework to assess the strengths of the program and to identify areas for improvement.
- Establishing the 5 Programmatic teams as Centers of Excellence which can advise our Operations teams on their strategies to improve and sustain our short-term (classroom and Fellow leadership) and long-term (Alumni) impact.
- Supervising the Head of Government & Stakeholder Relations in securing schools for Fellows to be placed and develop strong allies to work with successfully.
- Supervising the M&E team in ensuring that program activities operate within the policies and procedures of the organization.
- Ensuring that program activities comply with all relevant legislation and professional standards.
- Developing systems and processes to document program activities.
- Overseeing the collection and maintenance of records on the program for statistical purposes according to the confidentiality/privacy policy of the organization.

- Providing technical support to the functional heads of our Recruitment, Selection, Training, M&E, and Alumni Development team and develop their individual and collective capabilities to lead their teams to successful outcomes.
- Providing expert input on programs and working with the Senior Leadership Team to help create organization-wide strategies around growth, scale, sustainability, impact, and long-term areas of focus.
- Defining minimum program requirements and standards that state entities need to fulfill when developing their program curriculum
- Guiding and mentoring programs heads of state entities to develop contextualized program curricula that comply with local policies and regulations
- Supervising the Development & Partnerships team to ensure that they provide reports on the program for management and donors, and ensure financial reports and supporting documentation for funders are prepared as outlined in funding agreements.
- Working closely with the CEO, Finance Director, and COO to ensure donor compliance in the implementation of projects.
- Overseeing the collection and timely reporting of all Programs according to internal and donor requirements, ensuring strict compliance with donor contract requirements/reporting deadlines.
- Identifying and evaluating the risks associated with program activities and take appropriate action to control the risks.
- Monitoring placement states in collaboration with regional teams, perform field assessments when necessary, and advise the CEO of response options.
- Reporting evaluation findings to the CEO and recommending changes to enhance the program, as appropriate.
- Contributing to the creation of a positive image and overall credibility of the organization, notably through the application of the organization's Code of Conduct, values, and stand-point with regard to internal and external actors.

Qualifications and Experience

- 5-10 years of relevant work experience.
- Graduate/postgraduate.
- Minimum of 5 years experience in design, management, and evaluation of education projects.
- Previous experience in a development context as a Program Director.
- Must have an understanding of the development sectors and a demonstrated understanding of the Teach For Nigeria model.
- Strong experience with the project management cycle.
- Excellent
- Ability to exercise sound judgment and make decisions independently following consultative processes.
- Highly reliable, and able to consistently meet tight deadlines.
- Track record of managing a large team and a growing program.
- Must be willing to travel frequently across our areas of operation
- Deep knowledge of the country and its educational system
- Knowledge and experience working in communities
- Orientation toward systemic change
- Ability to set vision and direction in the face of ambiguity, and offer clear goals for your team of staff
- Experience in designing and establishing processes that are quick to adopt
- Comfortable with ambiguity

- Experienced leadership and management, able to manage through layers and across the complexity
- Ability to manage staff in areas where s/he is not an expert
- Ability to utilize data, prioritize, and synthesize large amounts of information
- Experienced relationship builder with staff and stakeholders (up, down, and across) with senior leaders, external partners, lateral colleagues, and skip-level staff
- Strong communication skills
- Strategic thinker with an interest in setting organizational direction

Compensation

Salary is competitive at Teach For Nigeria and depends on prior experiences. Benefits include opportunities for training. Additionally, there is ample opportunity for professional development through the global network, Teach For All.

How To Apply

To be part of our high-performing and diverse team, please send us a copy of your CV to careers@teachfornigeria.org.

“One day, every Nigerian child will have the opportunity to attain an excellent education”

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