



Yayasan Tunku Abdul Rahman

## Vacancy: Intern (*FutureReady* Programme)

### About Yayasan Tunku Abdul Rahman (YTAR)

Yayasan Tunku Abdul Rahman (YTAR) is a statutory body established in 1966 by the Tunku Abdul Rahman Foundation Act. The Foundation is committed to building a thriving, equitable and inclusive society where all Malaysians are able to achieve the full potential of themselves and the nation.

The Foundation focuses on empowering young Malaysians between the ages of 16 to 25, particularly those from underserved communities, through its Closing The Gap (CTG) programme, the Tunku Abdul Rahman Scholarship (BTAR), and the *FutureReady* programme. Read more about our programmes in the Appendix section.

### Position Overview

YTAR is seeking a mission-driven Programme Intern who is proactive, creative and able to primarily support the planning and execution of YTAR's *FutureReady* programme, as well as other YTAR programmes on an ad-hoc basis.

The *FutureReady* programme is a collaboration between YTAR and Accenture Malaysia designed to equip university students from under-represented communities with future-proof skills, knowledge and experience to thrive in today's competitive graduate job market.

### Details

**Role:** Intern (Programme)

**Start Date:** Immediate

**Employment Type:** Full-Time

**Duration:** 3 months, with the option to extend

**Starting salary:** RM1,000 - RM2,000 (dependent on experience) per month

**Office location:** Kuala Lumpur, Malaysia

**Note:** *The role will require travel to YTAR's office at least twice a week and occasional travel to Accenture Malaysia's office.*

### Key Priorities and Responsibilities for the Role

The role's key responsibilities are stated below:

- Support data collection, measurement and analysis for programmatic impact reporting.
- Support the planning and logistics of virtual *FutureReady* programmatic events, as well as other YTAR programmes on an ad-hoc basis.
- Support marketing and promotional activities for *FutureReady* documentation.
- Identify and share development opportunities for *FutureReady* participants (eg: skills training, career and upskilling opportunities, identifying internship collaborations).

## Skills and Competencies

### Commitment to our organizational values

- Deep commitment to and belief in YTAR's vision and values
- Humility, compassion, and aptitude for learning
- Strong ownership and independence of work
- High standards of excellence
- Problem solving skills

### Other Requirements:

- Desirable: Prior experience working with youth, universities and/or NGOs.
- Skill with software and applications used in online teaching and learning.
- Proficient written and oral communication skills in English and Bahasa Malaysia.
- Willingness to travel within Malaysia.
- Willingness to work on weekends and nights when required (replacement leave provided).

### Application (Deadline: 18 September 2024):

Please email [program@yayasantar.org.my](mailto:program@yayasantar.org.my) with the Subject: "Application for FutureReady Programme Internship" before 18 September 2024.

1. Submit your updated CV (with 2 referees listed).
2. Answer the following questions (not more than 250 words per question).
  - a) Why do you want to apply for this role?
  - b) What makes you a good fit for this role?

Shortlisted applicants will be contacted for an interview.

# Appendix

## **The CTG Programme (Form 4 to pre-university youths)**

CTG was an independent initiative brought in and supported under YTAR since 2019 to help bright, under-represented students navigate the complexities of the post-SPM landscape and help them get into universities. The 2-3 year mentoring and development programme supports high-potential, under-represented students with the knowledge, skills and mindset to enter universities and achieve their fullest potential. Since 2017, CTG has supported 447 Scholars to unlock close to RM14 million in scholarships and pursue universities in Stanford University, University Malaya, Sunway University etc. Find out more about Closing The Gap [here](#).

## **The BTAR Scholarship (University Youths)**

Through the Tunku Abdul Rahman Scholarship (BTAR), YTAR identifies and develops high-potential, deserving students who embody Tunku's values to become young leaders working towards a modern, just, and compassionate Malaysia. This scholarship is open to all Malaysians who are planning to pursue their undergraduate studies in a local private or public university, in various disciplines. A Tunku Scholar demonstrates a high level of grit, a record of overcoming challenges, strong leadership potential and a drive to contribute to Malaysia. We also prioritize applicants from challenging or low-income backgrounds.

As the scholarship emphasises holistic excellence, our Tunku Scholars, as we would call our scholarship recipients, will undergo a 2-year leadership development programme as part of their scholarship experience. The leadership development programme includes mentoring by the Alumni community, developmental opportunities such as workshops and camps as well as an opportunity to lead a community project. The leadership development aspect of the programme will equip the Tunku Scholars with the skills, mindsets, and values to emerge as nation-builders. Find out more about BTAR [here](#).

## **FutureReady (Post-Graduation)**

FutureReady is a programme run in collaboration with Accenture Malaysia that aims to help youth from underserved communities thrive in today's competitive graduate job market. The programme is focused on improving employability among high-need youth and upskilling students for a career in the professional services industry through building strong technical skill sets and sustainable mindsets. Since 2021, FutureReady has supported 137 university students and graduates on their upskilling journey. Find out more about FutureReady [here](#).