

National Coordinator (Chief Operating Officer)

Got talent
#JoinAlpha

Alpha Malaysia exists to equip the church in its mission to help people discover and develop a relationship with Jesus. Our mission is bigger than any individual task, but together our work contributes to the bigger picture. As a Christian organisation, our faith is an integral part of our working culture.

About Alpha

Alpha is a series of interactive sessions that freely explore the basics of the Christian faith. The vision of Alpha is to see the evangelisation of the nations and the transformation of societies. The mission is to inspire, train, equip and mobilise churches around the world into more effective evangelism through Alpha and its related ministries. Today, over millions of people around the world have attended Alpha.

To apply, submit your application with full resume, current and expected salary to asiapacificcareers@alpha.org

Alpha

Key Responsibilities

Based in Kuala Lumpur, the National Coordinator (COO) will have the following responsibilities:

- Direct the strategy to bring innovation in our Resource Development Teams
- Working with the National Director and Strategy Council to develop the strategy and plan to innovate in the areas of Fundraising, Research and Communication Assets, with the goal of growing the value provided to churches in the area of evangelism and increasing church engagement with Alpha.
- Provide consultation, monitoring and evaluation of key initiatives to ensure alignment with Alpha Malaysia's 3-year goals for 2023-2025 and with our stewardship principles.
- Mentor and develop strategic thinking capabilities of the team leads in the Resource Development Teams for a multicultural context.
- Ensure Operational alignment and effectiveness within Alpha Malaysia
- Oversee the effective running of the operations team in the areas of Finance, Office Admin, Information Technology, Events and Human Resource. Lead in identifying process improvements and building solutions to keep the resources optimized.
- Responsible for governance and compliance of financial process according to our stewardship principles, and in accounting to the Alpha Malaysia Board.
- Grow Alpha Malaysia's people culture driven by the values of Audacity, Unity, Generosity, Humility and Tenacity
- Lead and implement strategy for staff engagement to encourage a culture of learning, excellence with care and diligence in disciplines.
- Mentor and grow the Support Team managers in our values.
- Embody the vision of Alpha through hosting of Alpha small group.
- Foster good relationships with the Alpha Hub entities and with the Global Alpha teams.

Qualifications & Essential Skills

- Bachelor's degree in Business or related discipline.
- At least 3 years of relevant management experience
- Strong analytical and project management skills
- Language skills: Excellent in oral and written English

Desirable Characteristics

- Knowledge of and passion for Alpha
- Spiritual maturity and unquestionable integrity
- Innovative and learning posture.
- Able to work in a team-oriented, collaborative environment.
- Culturally adaptable to work with different language groups.