



**CLEP**  
CUMBRIA  
LOCAL  
ENTERPRISE  
PARTNERSHIP

**THE CAREERS &  
ENTERPRISE  
COMPANY**

## Employer Engagement Project Manager Application Details



Lego Challenge in Schools



Ulversterm

### Work experience day

Hiya miss I just i would say thank you for arranging this virtual work experience insight day, I have found it extremely useful and have found out a lot more things about the visitor economy. Thank you for giving us the opportunity to talk to new business outside of school. Many thanks. [REDACTED]

Feedback from A Virtual Work Experience event



Meet some of our Enterprise Advisors

“To help every young person find their best next step”

**Closing date:** 12 noon 14 September 2022

**Interview date:** 21 September 2022

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## The Role

The Employer Engagement Project Manager will deliver an innovative project (Hub Innovation Project) aimed at bringing learning to life and helping year 13 students secure employment or higher education opportunities on completion of their course at college.

Hub Innovation Projects (HIPs) are an excellent way for Careers Hubs to continue raising standards in careers education and provision across the country. They are a source for innovation, learning and development. By developing new ideas and approaches we are also growing our evidence-base of what works to remove barriers and improve young people's outcomes in careers provision.

Cumbria LEP has secured additional funding from the Careers and Enterprise Company to deliver an action-based research programme that will involve supporting Small to Medium Size (SME) businesses in Furness to develop their talent pipeline through focused engagement with Year 13 students at Furness College.

You will be based at Furness College and work directly with the Student Services Manager, curriculum lecturers and local employers to create a programme of employer engagement activities that will add value to students learning by bringing their learning to life and develop their employability skills.



## Cumbria LEP

Aiming to create one of the fastest growing economies in the UK, Cumbria Local Enterprise Partnership (LEP) is providing a strategic lead on all activities contributing to the county's economic growth.

Working with our partners, we are investing over £60 million in the Cumbrian economy to stimulate economic growth.

We work to build a strong economy by tackling barriers to sustainable growth and supporting job creation for the future prosperity of communities across Cumbria.

Cumbria LEP is also working with businesses and the public and voluntary and community sectors to develop 'Restart, Reboot, Rethink – A Plan for Cumbria's Economic Recovery', an ambitious strategy to ensure that Cumbria recovers from the economic impacts of COVID-19. However, Restart, Reboot, Rethink is about more than just recovering, it is about creating a stronger, more resilient economy, which provides opportunity for all. People are therefore at the heart of this, particularly our young people, who are critically important to our economic future. We want all of our young people to have the best career opportunities and to be equipped to secure these – that's where the Careers Hub comes in.



## Cumbria Careers Hub

Cumbria Careers Hub is a network of employers, schools, colleges and other stakeholders who are interested in supporting young people to successfully progress into the world of work. It is a national scheme that is disseminated from the Department for Education via the Careers and Enterprise Company. In Cumbria, the Careers Hub is hosted by the Cumbria Local Enterprise Partnership.

The Cumbria Careers Hub plays a central role in helping us to deliver on this ambition, bringing together an innovative partnership of schools, Colleges and employers to develop world class careers education for young people across Cumbria. We are a small team, a Hub Lead and 3 Careers and Enterprise Co-ordinators (EC in short) including you.

The Hub is supported by the Careers and Enterprise Company (CEC), which provides a wide range of support and expertise to enable the Careers Hub to drive innovation across the partnership. This partnership approach across the Hub has resulted in significant innovation and strong performance. However, we remain ambitious and now is the time for the Careers Hub to go even further in supporting our young people to make the right choice in the most challenging of times.

## The Careers & Enterprise Company

The Careers & Enterprise Company (CEC) is the national body for careers education in England, delivering support to schools and colleges to deliver modern, 21st century careers education.

It has established a network of coordination across England in partnership with Local Enterprise Partnerships, with over 200 full time ECs now working with clusters of c. 20 schools and colleges in "Careers Hubs".

The goal is to work together and help schools and colleges improve how they prepare young people for their best next steps.

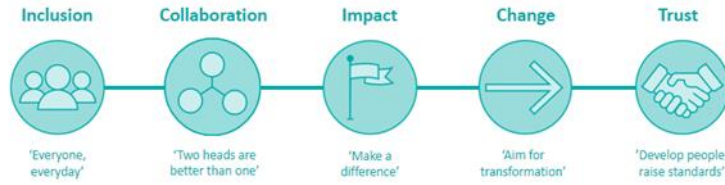
## Strategy

1. To deliver as much impact as possible on the lives of young people
2. To deliver a universal service, but one that targets inclusion and removing barriers for young people
3. To build a system where high impact careers education can continue long into the future

The company is led by Oli de Botton, CEO and former Founder & Head Teacher at School 21 in East London.



To find out more about Cumbria Careers Hub please visit our website [www.careershubcumbria.co.uk](http://www.careershubcumbria.co.uk)



## Job Profile

<b>Job Title</b>	<b>Employer Engagement Project Manager</b>
<b>Location</b>	Barrow, there is an expectation that the Project Manager will be external facing, attending face-to-face meetings with stakeholders in a range of settings, within the hub boundaries and possibly at national events
<b>Reporting to</b>	Careers Hub Manager
<b>Direct Reports</b>	None
<b>Salary</b>	£28,000 - £30,000 based on experience
<b>Holidays</b>	25 days + Bank Holidays
<b>Pension</b>	A contributory pension scheme of 5%, 7% or 10% which is matched by CLEP
<b>Term</b>	12 month Fixed Term from start date.

### Local Summary

Cumbria Local Enterprise Partnership (CLEP) has developed 'Restart, Reboot, Rethink – A Plan for Cumbria's Economic Recovery', an ambitious strategy to ensure that Cumbria recovers from the economic impacts of COVID-19. However, Restart, Reboot, Rethink is about more than just recovering it is about creating a stronger, more resilient economy, which provides opportunity for all. People are therefore at the heart of this, particularly our young people, who are critically important to our economic future. We want all of our young people to have the best career opportunities and to be equipped to secure these – that's where you come in.

The significant challenge in Barrow for our young people, employers and the community is the proportion of the population, specifically 18-20 year olds that are claiming Universal Credit. Across all ages from 18-24, the claimant rate in Barrow is significantly above that of Cumbria and England.

The Local Skills Improvement Plan (2022) also highlighted the key challenges facing employers in the County impacting negatively on productivity these include young people leaving education lacking key employability skills and the dominance of larger employers distorting awareness of the range of career opportunities.

## Key Responsibilities

The Careers & Enterprise Company (CEC) is the national body for careers education in England, delivering support to schools and colleges to deliver modern, 21st century careers education.

Careers Hubs bring together schools, colleges, employers, and apprenticeship providers in a local area. The goal is to work together and help schools and colleges improve how they prepare young people for their best next steps.

### Strategy

1. To deliver as much **impact** as possible on the lives of young people
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### Scope and Purpose of the role

You will be responsible for delivering the Hub Innovation Project (HIP) and will establish sector-based clusters of a SMEs who will work together to deliver work related tasks, projects and experiences to students in Year 13 at Furness College.

**The main responsibilities include but are not limited to:**

### Responsibilities

- Collect and record baseline and ongoing data to ensure the impact of the project can be determined at the end.
- Proactively recruit a minimum of six SMEs per sectoral cluster who will deliver a range of employer linked projects throughout the academic year.
- Provide support to the SMEs to help them fully engage with the student groups to ensure both students and businesses benefit from agreed interventions.
- Work with the Student Services team and Curriculum Lecturers to agree the appropriate programme of activity for each cluster and curriculum area. This may include project-based activity, employer talks, site visits, work experience programmes, interview practice and mentoring.
- Ensure the project is sustainable by co-creating curriculum resources with the employers and curriculum lecturers that can be used in the future by employers from those sectors (saving time and resources for employers).
- Ensure the project integrates into the wider Careers Hub Annual Strategic Plan and CLEP economic growth priorities.
- Plan and deliver a showcase event at the end of the programme to demonstrate the impact of the programme to all stakeholders.
- Liaise and work in partnership with organisations already operating within the Furness area whose target audience is young people to prevent duplication and to offer complementary support for the benefit of the young people. Acting as an ambassador for The Careers & Enterprise Company (CEC) including raising the profile of the Network through communication and marketing channels to engage with key local stakeholders.

- Sharing learning from The CEC by delivering CPD sessions to education and business audiences.
- Attend relevant CEC national and local training events and meetings.

### Qualifications and experience required

To be successful in this role you will

- Have excellent organisational skills, with the ability to prioritise tasks and work to strict deadlines.
- Have experience of delivering publicly funded contracts and the reporting requirements in relation to these.
- Demonstrate an understanding of Furness' economy, sectors and businesses
- Have established and effective networks within Furness.
- Have some understanding of the educational sector to reinforce the importance of English and Maths as well as employability skills within the curriculum and the importance of linking classroom learning out into the workplace.
- Have an understanding of relevant local and national policy relating to skills and economic development and the issues and barriers to employment faced by young people.
- Demonstrate an understanding of post-16 landscape including National Apprenticeship Service, Uni-Connect, National Careers Service and T Levels.

### Skills and core competencies

- Excellent communication and interpersonal skills, with the ability to persuade and influence a variety of audiences and encourage others to use new ways of working.
- Collaborative and good at building relationships at all levels, both internally and with a range of external stakeholders including Business Leaders, HR colleagues and employees.
- Proactive, with the ability to work independently, prioritising a busy workload, managing relationships with many stakeholders, and adapting conflicting priorities and deadlines
- Able to think and plan strategically to measure and drive performance.
- Adaptable, tenacious, determined, positive and resilient with the ability to deal with ambiguity in a changing environment.
- Competent use of a range of digital and IT and social media platforms to improve and raise awareness of the direct impact of the network.

**Job Profiles are not part of the terms and conditions of employment and may be subject to change.**

### Equality Statement

CLEP is committed to representing the communities that we serve and creating a diverse and inclusive workforce, which allows people to succeed on merit. CLEP aims to go beyond compliance with equality legislation. It aspires to be a champion of best practice in all aspects of equality, diversity and inclusion,

and seeks to create an inclusive working where all are equally valued. We therefore welcome all candidates regardless of their sex or gender reassignment; marital status (including civil partnership); sexual orientation; race, language, ethnic or national origins and nationality (including citizenship); religious belief; disability and / or medical conditions; age; and whether they have dependents.

### How to apply

You should submit your CV together with a covering letter outlining why you are interested in the role and why you are suitable for it to [Cath.Dutton@thecumbrialep.co.uk](mailto:Cath.Dutton@thecumbrialep.co.uk) by **12 noon 14 September 2022**. Interviews in person will be held 21 September 2022, please keep this date free in your diary to help with interview planning. All applications will be acknowledged and you will hear the outcome of your application by the end of 16 September. In completing your application, you must tell us how you meet the essential qualification, experience, skills and qualities outlined in the Job Specification. To find out more about the role please feel free to call Cath Dutton on 07795402044.