

# Job Profile

## Strategic Employment Support – Youth Programmes

JE ID 14449 Grade: 7  
Date created: June 2024

### About the Job

Based in Gloucestershire's Employment and Skills Hub and working under the guidance of the Service Manager and Forwards Young People Team Manager the post holder will contribute to the development of Youth Hubs across Gloucestershire which aim to create an interface between employment provision and health services, housing services and other professionals supporting young people to address barriers and achieve their employment ambitions. Working closely with JobCentre Plus and the Employment & Skills Hub, this role will contribute to Gloucestershire County Council and DWP ambitions that aim to:

- Help address health inequalities that exist for people who are at risk of long-term unemployment by providing practical help, advice and guidance moving them into sustain able employment.
- Facilitate the join up health and employment functions/areas of work, recognising the interdependencies between good employment and good health.
- Raise awareness of employment provision across partner organisations and the interdependencies between housing, health, employment and community engagement.

### This is what we need you to do...

#### Functional

- Contribute to the development and delivery of the Youth Hub Action Plan investigating the feasibility of Youth Hub models
- Develop and understanding of employment, skills, health, housing and community-based provision in Gloucestershire
- Develop links with employment providers, Youth Support Services, Children & Families Hubs, housing providers, health providers, training providers, and community organisations enabling a joined-up approach to tackling barriers experienced by young people who are unemployed or economically inactive and looking for work
- Contribute to the development of local plans to develop Youth Hubs by:
  - Working with existing networks and identifying/developing new

### Special Conditions

- Work in locations across Gloucestershire
- To adhere to all organisations Health and Safety procedures and other policies and procedures applicable to employees
- To ensure safeguarding policies and procedures are adhered to

partnerships

- Identify training/awareness needs and developing training programmes/sessions for localities around employment provision including the benefits system
- Identify opportunities for the development of Youth Hubs within community localities
- Work with the mental health, employment and training providers, and other VCSE organisations to understand differences, challenges and opportunities within communities

### **Monitoring and ongoing development of outcomes**

As part of the annual appraisal, outcome-based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

## **The ideal candidate will have...**

### **Experience**

- Experience of working within employment, skills, welfare to work provision and/or health settings
- Experience of influencing individuals and/or organisations
- Experience of working with a broad range of partners across boundaries
- Working in an environment that is self-managed
- Experience of developing and delivering innovative and creative solutions
- Effective and proven leadership skills
- Experience of work in a strategic role or environment

### **Knowledge, Skills and Understanding**

- Experience of working in either a health, employment or a welfare to work setting
- Good organisational and task management skills
- A proactive approach to finding information and presenting information in an appropriate manner
- The ability to develop relationships with a broad range of partners/stakeholders
- An insight into local employment provision
- An understanding of health inequalities and the business case for employment
- Well-developed report writing skills and a high standard of written English
- Ability to communicate at all levels in a range of environments both internally and externally
- Highly developed interpersonal skills, to network, influence and negotiate effectively with a range of partners, staff and client groups

### **Behavioural attributes**

Demonstrates Gloucestershire Leader/Employee Behaviours.

Able to use own initiative and be proactive

Excellent interpersonal skills and able to work independently, as part of a team and with a range of partners

Resilient with a positive attitude to problem solving and flexible approach to change

Excellent organisational skills and the ability to meet challenging timescales

Ability to empower others and champion the needs of disabled and vulnerable people

Committed to achieving the best outcomes for disabled and vulnerable people

### **Education & Qualifications**

#### **Essential**

- NVQ Level 3 or equivalent experience