

Education and Skills Engagement

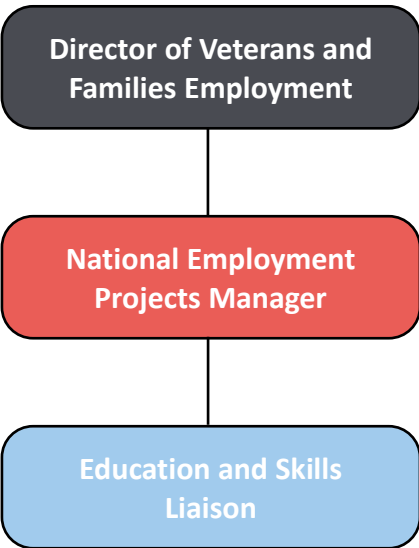
JOB DESCRIPTION

Location: Home-based with regular travel throughout the region (London, South and South East of England)

Work pattern: Term time plus 10 days; 35 hours per week, Monday to Friday, 9am to 5pm, with occasional evenings and weekends to support events, meetings and programme delivery.

Interaction with: Directors, Managers, and Staff at FEC as well as stakeholders, clients, etc.

Reporting line:



Role (Brief overview):

As part of a small team, the Education and Skills Engagement will lead on engaging, developing and managing relationships with schools, higher and further education providers, youth and community groups, military charities, the MOD Education Team, SciP Alliance, Families Federations, HIVE and other key stakeholders to advocate for children and young people from Forces families.

Principal Responsibilities:

- Raise awareness of FEC whole family approach. Promote FEC offer of wrap-around support for families and a dedicated programme for young people from

Forces families affected by mobility, parental separation, disrupted social networks, gaps in education, caring responsibilities and other challenges.

- Participate in working groups, steering committees and forums to contribute to decision-making and champion the programme's objectives.
- Tailor your approach to address barriers and provide solutions to bridge the gap between growing up in a military and civilian lifestyle.
- Demonstrate expertise and trustworthiness to influence positive change, drawing on an understanding of the challenges Armed Forces families face.
- Build relationships and partnerships with military and civilian young people's services; learn and seek feedback to continuously understand their needs and improve delivery.
- Design and deliver tailored workshops and career development activities to inspire and raise aspirations with measurable outcomes for the learner and the programme aligned with funding contracts and agreements.
- Work with the Employer Engagement Team at FEC to generate work experience and employment opportunities for working-aged young people.
- Work closely with the Communications team at FEC to promote FEC's support for young people and Forces families.
- Provide advice and guidance to young people as required following FEC's policies, procedures and Work Instructions.

PERSON SPECIFICATION

Essential Competencies:

- Educational background and/or experience in supporting young people to overcome challenges.
- Experience in a customer-facing environment and success in delivering to SLAs.
- Proactive and supportive team player, contributing positively to a diverse and dispersed team.
- Proven experience using a mentoring or coaching approach to engage, champion and support young people in making lasting, positive changes in their lives.

- Self-motivated and capable of working independently, while also engaging with the team as needed to achieve shared goals and exercise judgement and discretion.
- Empathy and understanding of the Armed Forces Community, including the unique challenges they may face in finding appropriate and sustainable employment.
- Highly organised and IT proficient, including experience using CRM, Microsoft Suite and Outlook
- Current knowledge of GDPR and safeguarding
- Confident, outgoing personality, with excellent communication, interpersonal, and influencing skills, enabling effective interaction at all levels and fostering strong, lasting relationships.

Desirable Competencies:

- An understanding of the employment and education markets, including work experience and apprenticeships, and the rising risk of NEET.
- Lived experience of the Armed Forces lifestyle.
- Track record of partnership working and fundraising
- A background in secondary or further education.
- NVQ Level 6 in Advice, Information and Guidance.

Security Clearance

- The successful candidate will be required to undergo an Enhanced Disclosure and Barring Service (DBS) check.