



Position Details

- **Role:** Employer Engagement Broker
- **Location:** Lambeth, London, UK (hybrid working is possible, but frequent travel to meetings in London is required)
- **Budget:** £35,000 (£450 day rate, inclusive of all travel and project costs and expenses for meetings, events and visiting projects)
- **Level of Experience:** Senior Level (at least 5 years of relevant experience)
- **Type of Contract:** Self-employed/consultancy, 3 days/week
- **Length of Contract:** 6 months fixed term contract. Possible extension if project is progressing well.
- **Start Date:** As soon as possible

Qualifications and Experience

Essential

- At least 5 years of relevant experience in an employer engagement or client relationship role, working directly with businesses of various sizes
- Excellent relationship-building skills and communication skills, coupled with proficiency in influencing and negotiating with various stakeholders
- Pre-existing relationships with employers and organisations in Lambeth and surrounding Boroughs, and knowledge of the local Lambeth area
- Strong project management skills, with demonstrated willingness and capability to work autonomously
- Proven track record of successful employer engagement strategies and results
- Excellent problem-solving skills to troubleshoot and navigate any challenges that might arise throughout the project
- Passionate about empowering young people through employment, education, and training initiatives
- Experience in managing CRM systems/ Excel databases to track stakeholder engagement

Desirable

- Experience providing employment opportunities for young people, and a comprehensive understanding of the challenges employers face with recruitment
- Experience of events management
- Strong understanding of what employment pathways look like in the arts, construction, film and TV and other relevant BounceBack sectors
- Awareness of the needs of young people for accessible recruitment processes and employment opportunities

- A relationship with Lambeth Council and strong knowledge of relevant legislation and policy (e.g S106 agreements)

Key Responsibilities

- Build a strong understanding of BounceBack organisations, their values, their communities and the industries they work in, to identify relevant employers and work and training opportunities for young people.
- Research and identify potential employers in the local Lambeth area (and beyond as relevant) who might be interested or already engaged in supporting young people into employment.
- Generate leads and build and cultivate relationships with employers. We expect this to be achieved using various methods which might include, but are not limited to, accessing your existing network, cold calling, direct marketing, meetings, employer visits, social media engagement, networking, and attending events.
- Manage and build on existing BounceBack partnerships with employers as relevant and appropriate.
- Develop a value proposition for employers, and other communications materials as needed, to make the case for supporting BounceBack organisations and youth employment in Lambeth and becoming a “youth-friendly” employer.
- Develop employment opportunities and schemes in a way that works for both employers and young people in Lambeth, across a range of sectors (e.g. construction, creative industries, film and media). This includes, but is not limited to, securing jobs, apprenticeships, work experience and traineeships, as well as other support to set young people up for success to get into employment and/or self-employment.

Data Management

- Create an employer database (e.g. excel, CRM) to maintain accurate records and track engagement and touch points with employers. Ensure this database is made accessible to BounceBack organisations, tracking the key information they need to continue developing relationships with employers beyond the 6 months of this contract.
- Develop other processes, systems and materials for managing engagement with employers as needed.

BounceBack Stakeholder Coordination

- Work with BounceBack organisations to develop an understanding and articulation of their needs, the needs of their young people, relevant types of employment and work experience opportunities, priority industries, and any red lines (e.g. must be a London Living Wage employer).
- Facilitate meetings and workshops with BounceBack stakeholders as needed to align on processes and brainstorm potential employers and employer engagement methods.
- Bring BounceBack representatives into conversations with employers at the right stage in the relationship-building process, using BounceBack representative time and knowledge strategically.
- Transition employer relationships over to BounceBack stakeholders at the appropriate times.

- Ensure open communication and lines of feedback with Bounceback stakeholders to keep everyone up-to-date. Provide regular reports and updates on the project and progress against objectives, budget and outputs. This might include providing weekly update emails to BounceBack, and attending monthly meetings with a Steering Committee of BounceBack representatives.

Outputs & KPIs

- Research and develop a pipeline of highly-aligned potential employer partners in BounceBack priority sectors (e.g. art, film, tv, hospitality, retail, construction, marketing & media, tech, business & finance, sports).
- Create a value proposition to take to employers, articulating the case for supporting BounceBack organisations and youth employment in Lambeth and becoming a “youth-friendly” employer and/or “socially conscious” business.
- Secure 5-10 clear, deep commitments from employers (e.g. gain a written agreement from employers to give right of first refusal to BounceBack organisations, guaranteed interviews, commitments to make reasonable adjustments, commitments to retention, etc) per month.
- Hold regular calls and meetings with prospective employer partners to understand their needs, build relationships, and design potential partnership opportunities.
- Attend relevant events on behalf of BounceBack organisations to engage with employer contacts, as needed.
- Create a database/ CRM to track employer engagement.
- At the end of the contract, hand over a network of warm relationships with employers and organisations in Lambeth and surrounding Boroughs, with at least 1 really strong relationship per priority employment industry.
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