Youth Employment and Partnership Lead

Place of work:	No Limits Southampton locations with some travel around Southampton, Hampshire and neighbouring areas
Salary:	Pay Grade E - £32,166.89 to £36,912.24 (full-time equivalent, pro-rata for part-time)
	30-37 hours
Working days and hours:	Monday- Friday with occasional evenings and weekends
Role type:	One-year fixed term
Responsible to:	Head of Information, Employability and Safeguarding
Responsible for:	Volunteers
Disclosure and Barring Service Check (DBS):	Enhanced DBS
Essential driver?:	Yes

Here at No Limits, our mission is **to empower children and young people to reach their full potential through information, advice, counselling and support.** Our people are key in supporting us to achieve our aims and your role in this is outlined below.

We particularly welcome applicants from diverse backgrounds and those with experiences similar to the children and young people we help and support. We are committed to creating a diverse environment where people can be their authentic self, experiences and opinions are valued, and we all are open to learn from each other.

About the role

To develop, manage and grow relationships with local and regional employers that create employment, work experience, mentoring and volunteering opportunities for young people supported by the charity.

Acting as an ambassador for the charity, the postholder will develop and promote employability programmes and wrap-around support to employers, demonstrating the social and business benefits of investing in young people. They will build strategic partnerships that support positive employment outcomes and enhance employer engagement.

The role will bridge employability delivery and partnership development, working closely with colleagues to connect young people with suitable opportunities, identify corporate support opportunities, and facilitate introductions to the fundraising team where appropriate. The primary focus will remain on employer engagement, partnership growth and improving outcomes for young people.

About you – knowledge, skills and experience

To apply for this role, we are looking for:

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- ✓ Experience building relationships with employers, businesses or strategic partners
- ✓ Experience in employer engagement, business development, recruitment, employability or partnership management
- ✓ Proven ability to influence stakeholders, manage opportunities and achieve targets
- ✓ Strong networking, communication and relationship-building skills
- ✓ Commercial awareness and an understanding of employer needs
- ✓ Strong organisational skills, with the ability to work independently and collaboratively
- ✓ Understanding of barriers faced by young people entering employment and the support needed to overcome them

You may also have:

- ✓ Experience within the charity, employability or youth sector
- ✓ Experience of corporate fundraising, sponsorship or employee engagement
- ✓ Knowledge of local employer networks across Southampton and Hampshire
- ✓ Experience using CRM systems and managing stakeholder data

Main duties and responsibilities

- Develop and deliver employability programmes that help young people explore career options and routes into work
- Provide work readiness packages that help young people build the skills and confidence to gain employment

Employer engagement and partnership development

- Develop and maintain relationships and strategic partnerships with local businesses and major employers across Southampton, Hampshire and neighbouring areas, which contribute to improved outcomes for children and young people and the charity
- Generate employment, apprenticeship, traineeship, work experience and mentoring opportunities for young people
- Build and manage a network of employer partners and champions who support and advocate for the charity
- Understand employers' recruitment needs and promote the charity's services as a solution to help young people succeed in work
- Create and facilitate employer engagement activities, including workplace visits, employer engagement events, networking events, employee volunteering and skills-based volunteering opportunities.
- Establish mentoring programmes linking business professionals with young people
- Identify opportunities for corporate sponsorship, fundraising and wider business support.
- Work closely with Employability Youth Workers to match young people with suitable opportunities and support positive outcomes

Performance and reporting

- Track employer and corporate engagement activity through CRM systems
- Monitor and report on agreed Key Performance Indicators (KPIs)

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- Produce regular reports demonstrating partnership activity, employment outcomes and income generation
- Contribute to organisational fundraising and development plans

General

- Demonstrate an ongoing commitment to the safeguarding of children, young people, and vulnerable adults
- Demonstrate a commitment to Diversity, Equity and Inclusion and participation of children and young people, making sure that principles and practice are implemented within your work area
- Keep up-to-date with information, knowledge and issues that may impact No Limits or your work area
- Work in line with No Limits policies and procedures, making sure statutory and legal obligations are met
- Use resources appropriately and record accurate records of hours and expenses in line with No Limits (hours / sick / holidays) contracts and policy
- Attend and actively take part in training, meetings, events, one-to-ones and clinical supervision
- Maintain accurate records and systems, both online and paper-based
- Support the implementation of No Limits strategy, demonstrating and promoting our mission and values
- Contribute to the positive image of No Limits with children and young people, parents, partners and the local community working with your team to ensure a full service, providing cover if needed
- Commit to other duties as reasonably required by No Limits, appropriate to the scope and grade of the role

The purpose of this job description is to focus on the main responsibilities of the role. These duties and responsibilities may, within reason, change at the discretion of No Limits.