



Job Description

Job Title: Industry Alignment Support Officer
Service: North East Local Enterprise Partnership
Responsible to: Regional Lead: Education Challenge
Host Employer: North East Combined Authority
Salary: Grade 7: £24,799 - £26,317

Term: Fixed term to end August 2020

Background Information

The North East Local Enterprise Partnership (North East LEP) leads on the development and delivery of the North East Strategic Economic Plan (SEP), aiming to foster economic growth and the delivery of more and better jobs in the area. The North East LEP work in partnership with The Edge Foundation and Ford Next Generation Learning to deliver the Edge Future Learning Project.

The Edge Foundation is an independent education charity dedicated to raising the status of technical and professional education. There is a growing body of evidence from research and practice across the world about the factors that contribute to young people receiving a well-rounded education that helps to prepare them for life and work in the Twenty-First Century.

The Edge Foundation has spent the last two years visiting inspirational schools and colleges across the world to understand and learn more about these leading education models. The Edge Future Learning project (part of The Edge Foundation), is working in the North East of England to deliver school transformation using its key principles and a community-driven approach to change.

The Industry Alignment Support Officer (IASO) is an exciting role for an enthusiastic, creative, personable and well organised individual to work directly with two of our innovative pilot schools in North Tyneside. You will support the day-to-day development and delivery of the Edge Future Learning project and will also support the schools to engage multiple stakeholders.

Primary Purpose

- 1.1 To support the Regional Lead within the North East Local Enterprise Partnership (North East LEP) working directly with Edge Future Learning pilot schools to implement the key principles of Edge Future Learning project – in order to facilitate the achievement of the North East Strategic Economic Plan.
- 1.2 To support the Regional Lead to collate case studies of good practice and provide information in verbal and written formats to both the North East LEP Skills Team and the Edge Foundation.
- 1.3 To confidently present information in a variety of engaging and creative ways to a variety of audiences, including education leaders, business leaders, teachers and officials.
- 1.4 To provide support to the Edge Foundation team as required, to assist in the delivery of the Edge Future Learning project.
- 1.5 To provide support to the North East Local Enterprise Partnership Skills team as required, to assist in the delivery of the North East Strategic Economic Plan.

- 1.6 To support the development of relationships with key stakeholders within North East LEP region.
- 1.7 To support and contribute to the development of resources

2.0 Key Accountabilities

- 2.1. Work with the regional lead to support Edge Future Learning pilot schools in the North East region to establish community and employer relationships to support their priorities and development.
- 2.2 Support the co-development of curriculum projects with employers and associated recruitment of partners including; curriculum teachers, business, FE and HE providers and other organisations.
- 2.3 Ensure that employer engagement is a positive experience for **all** students and promotes high aspirations and progression.
- 2.5. Support the effective communication of the aims of Edge Future Learning and connectivity to Education Challenge with all stakeholders.
- 2.6. Promoting and supporting opportunities for teacher externships and co-development of projects.
- 2.7. Sharing best practice, case studies and media of employer engagement with a wide range of stakeholders to further promote the project.
- 2.7 Supporting all stakeholders and coordinating their involvement in the Edge Future Learning project ensuring milestones are met.
- 2.8 Seeking opportunities to engage with further teaching staff to promote employer engagement across all subject areas.
- 2.9 Sharing funding opportunities with schools / colleges to support existing projects and future ambitions.
- 2.10 Monitoring, writing reports and case studies based on data and information collected from project evaluations;
- 2.11 Gathering regular stakeholder feedback to help promote continuous improvement;
- 2.12 Working with and reporting to the strategic careers leader or senior leadership in school and the regional lead to ensure that all programmes are well-managed, effective and a positive and productive experience for all involved.

3.0 Key Responsibilities

- 3.1 Support the Edge Future Learning pilot schools in the day-to-day development and delivery of the Edge Future Learning project working with the institution line manager during agreed weekly school based days.
- 3.2 Support Edge Future Learning development work and networking with the wider team (Edge Foundation and North East LEP) during agreed weekly North East LEP based days.

3.3 Benchmark 4: Careers through the Curriculum

- Support the co-ordination of careers through the curriculum co-design of projects between curriculum staff and employers. Connect curriculum teaching to its relevance in the world of work.

- Support project delivery and implementation. Monitor, record and evaluate the impact projects and any employer engagement on all stakeholders, including students.

Benchmark 5&6: Employer Engagement

- Source a diverse range of employer contacts to enhance careers education within the curriculum and support employers and curriculum staff to collaborate effectively the quality of the whole school careers programme.
- Support tracking, monitoring and evaluation of employer engagement.