



Vacancy: Employer Engagement Associate

NMITE is proud to be a new provider of higher education in Hereford. Teaching and engineering focussed, we are committed to authentic learning, developing skills and mindsets, a transformative educational experience, interdisciplinary approaches, innovative provision, and local, regional, national, and international impact. Supported by Government, industry, and the engineering profession, we aim to be a game-changer in every facet of our operations and educational programmes.

We recognise that future engineers need technical knowledge, but also that creativity, problem-solving ability, and understanding of humanities, arts, business, and many other areas are all required to succeed, as well as the ability to use this knowledge in current and future professional contexts. For these reasons our programmes will be open to all with the creativity, imagination and the determination to solve society's challenges, not just those with A-level maths and physics. Our teaching will be in studio-based, problem-led, and deeply connected to industrial and social partners.

NMITE has been awarded funding through the European Social Fund operational programme. Managed by the Department of Work and Pensions, the Herefordshire Skills for the Future project sets out to improve the labour market relevance of education and training systems under priority axis 2.2

Job Role

- Acting as the initial point of contact between NMITE and local SME and Microbusinesses to identify their skills and training gaps.
- Work closely with employers to conduct detailed skills gap analysis and produce meaningful and relevant report and skills action plan.
- Establish and manage a quarterly employer engagement forum for the project.
- Raise the profile of future skills requirements as set out by the World Economic Forum and others to enable Herefordshire SMEs and micro businesses to prepare themselves for the emerging jobs landscape with its greater focus on digital, analytical thinking, creativity and innovation, sign posting to further information, support and networks where possible.
- Responsible for checking eligibility of participants (both businesses and individuals) and ensuring that accurate records are in place on NMITE's CRM to provide a full audit trail.
- Promote the work of NMITE across the wider community in Herefordshire by attending events and brokering new relationships within the community and acting as a facilitator to promote the value of future skills to SMEs and new enterprise in Herefordshire, whilst developing links with NMITE.

Qualifications & Experience

- HND or relevant experience required.
- Knowledge of working practices in Industry
- Experience in developing external relations and managing relationships with third parties.
- Previous experience of managing projects.

Key Skills & Behaviours

- Ability to work independently.
- Self-motivated
- Organised
- Excellent communication
- Engagement skills.

Cultural Alignment

- Equality focused.
- Inclusive
- Respectful
- Creative
- Honest
- Non-judgemental

Our offer

We offer competitive salaries and a competitive benefits package, including pension scheme, life assurance, 30 days holidays (plus Bank Holidays & closure days), ongoing training & development. This role is a fixed term contract until December 2023.

Location: Hereford

To apply

Please email a full CV and covering letter to vacancies@nmite.ac.uk. Your covering letter should outline how you meet the person specification.

Informal questions about the roles can be addressed to the Head of Partnerships, Toby Kinnaird (Toby.kinnaird@nmite.ac.uk)

NMITE is committed to promoting a diverse and inclusive community – a place where we can be ourselves and succeed on merit. Whilst all applicants will be judged on merit alone, we particularly welcome applications from groups currently underrepresented in engineering education. Part time proposals and secondment arrangements may also be considered.

The opening date for applications is Monday 15th February 2021. The closing date for completed applications is Friday 18th March 2021.

The Employer Engagement Associate role is funded by the European Social Fund Programme 2014-2020 and will contribute to the delivery of the ESF Herefordshire Skills for the Future project, which will be delivered between the dates of 01.05.2020 until 31.12.2023.