

## Job Profile

**Job Title:** Health and Social Care Academy Primary Care Employer Engagement Officer  
**Job Grade:** Level 4 Zone 1  
**Salary Range:** £40,652 - £46,779

### About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

The North London Councils programme is hosted by Camden council and the Programme is set up by 5 North London Councils (Barnet, Camden, Enfield, Haringey and Islington). The main aims are to deliver programmes of work that address shared priorities in partnership and to promote a strong Local Authority presence within North Central London's Integrated Care System (ICS).

The Programme team is a high profile, high performing team that is a key strategic Partnership between the 5 North London Councils. In 2021 we won the National LGC Award for Adult Social Care demonstrating the impact of our work.

### About the role

The Health and Social Care Academy is a newly formed model which will deliver training to local residents across North Central London (NCL) and enable them to gain employment within the Health and Social Care sector. The Academy will have relationships with a wide range of partners including Local Further Education Colleges, Economic Development Teams (borough-based partnerships), The NCL Integrated Care Board (ICB) and the Training Hubs (Primary Care). This is a very exciting opportunity to bring your current skills related to employer engagement and to support with key activities required for the Academy to be a success.

This role will be focussed on engaging with primary care employers (GP surgeries, Dentistry, Optometrists and Pharmacists etc.), keeping them informed and updated about the role that the Health and Social Care Academy can play in increasing their pipelines of work ready residents. You will be fully aware of the sectoral challenges facing the primary care employers and will work collaboratively with them to overcome these challenges and to support their recruitment through innovative methods. You will work alongside the employers to develop good practice of in-work support for residents and to maximise retention of staff.

North London Councils (NLC) has set out a vision for making it easier for local employers to recruit better and get more involved locally. This role will lead on the development of sector-specific initiatives - linked to key sector growth areas of Primary Care (health and social care) to support and promote increased employer engagement in the NCL boroughs of Barnet, Camden, Enfield, Haringey and Islington.

### Areas of focus:

1. Establish, grow, and facilitate outcome-driven, effective partnerships with key employers and training providers to develop innovative pathways into employment and ensure there is a skills pipeline to support residents in North London boroughs into entry level roles in primary care.
2. Linking local residents who are identified through the Voluntary Sector (VCS) pathway to primary care employers.
3. Provide a knowledge and evidence base for decision-making and project planning through labour market intelligence.
4. The role will enable service development to be consistently linked with local growth areas and developments to improve the outcomes for the residents and to proactively grow networks of committed and engaged local employers.
5. Demonstrate flexibility and openness to change, taking a dynamic and proactive attitude to working with local employers.
6. Lead on the establishment and development of strong working relationships and clear partnerships with key employers to identify and generate pathways to employment.
7. Manage high profile employer relationships with executive and operational leads. Ensure that economic development teams from across NCL are feeding appropriate clients through an effective pre-screening process and that good quality feedback is available.
8. Disseminate local labour market information and sectoral knowledge, and support managers to use this to plan services to increase positive outcomes for residents.
9. Forecast upcoming opportunities and proactively develop innovative approaches to supporting employers to recruit better locally, through identifying alternative recruitment methods and advocating for the standards recommended by the Employment Commission (London Living Wage, job carving, family friendly policies, flexibility)
10. Project manage programmes & initiatives linked to your sector and their successful development and delivery, including grant funded programmes, by supporting partnerships, leading on meeting targets and expenditure and disseminating good practice.
11. Ensure any candidates placed are properly supported, that health and safety measures and other considerations have been appropriately applied and support employers in preparing training/career plans. Provide good quality feedback and advocacy where appropriate.
12. Develop strong relationships with a range of local employers within your sector of focus, to understand their recruitment needs, and to generate jobs and support with employability initiatives.
13. Contribute to the monitoring and evaluation of the impact of interventions and the work of the service to ensure continuous improvements are made.

### **About You**

You will be practical, well organised and pro-active to assist others in the use of information technology systems to carry out duties in the most efficient and effective manner. You will have experience in achieving agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.

You will be comfortable undertaking training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder and to build positive working relationships with a wide range of colleagues both within the team, across the five boroughs, local residents and the community.

To carry out duties and responsibilities in accordance with the council's commitment to customer service excellence and ensure compliance with the customer care standards. To provide divisional wide support as and when required or directed by your manager, Head of Service or Director. To be committed to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way duties are carried out.

You will ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation and to carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation. At all times to carry out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy). You will actively embed equalities in all your work to ensure that policy is enacted and undertake Equalities Impact Assessments with Improvement Plans.

**Work Environment:**

- This Post is hosted by Camden Council at 5 Pancras Square. The team currently work largely from home, with in office working on average 1 day per fortnight. This may be subject to change in the future, but we will remain committed to flexible working that enables individuals to thrive.
- Laptop and equipment is provided for Safe at home and office working
- The post holder will work in an 'agile' way in line with Camden's move to paperless and flexibility work environment.

**People Management Responsibilities:**

- No people management responsibilities

**Relationships:**

The role will sit in the North London Councils programme team.

- Working closely alongside the Primary Care Anchor Network (PCAN) Manager on employer and resident engagement.
- Work with the NCL Workforce Programme Manager to facilitate links between the wider integrated system, social care and health employers and training providers.
- Work closely with Primary Care stakeholders across each of the partnership boroughs including Camden, Islington, Enfield, Haringey and Barnet.
- Work with colleagues across the Further and higher education sectors to align Health and Social Care training to employer requirements.
- Work closely with a range of other stakeholders from the GLA, training providers, Health and Social Care employers, referral partners and local community and voluntary sector organisations.

The role will work across the 5 North London councils and also require liaising with senior executives and operational leads and engage with key employers.

**Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

**Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

### **Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

### **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

### **Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG,