**Job Profile: Good Work Brokerage Advisor (Good Work Camden)**

**Job Title: Good Work Brokerage Advisor**

**Job Grade: Level 3, Zone 2**

**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.

***Introduction***

*Camden is investing more in employment support to ensure that residents can access good work that enables them to live secure, sustainable and happy lives.*

*Through Good Work Camden, we’re designing and delivering Job Hubs that provide accessible and relational employment support, testing innovative approaches to supporting residents, investing in our employment and skills partners and giving businesses the support they need to enhance their recruitment practices. It’s an exciting time to join this work in Camden!*

*This is a key role within Good Work Camden and represents an opportunity to ensure that Camden residents are able to access the incredible range of opportunities within the borough and have a real impact.*

 **Role purpose**

We want everyone in Camden to lead good lives - and we know that being in good work is so often key to that. We want Camden residents to be in work that makes use of and develops their skills, gives them a sense of purpose and contribution, and pays them a good wage – in order for them to lead the life they want to lead.

Too many Camden residents struggle to get into good work and the implications of COVID-19 on our labour market is making finding and sustaining good work even more complex. Through *Good Work Camden*, Camden Council is making a significant investment to expand the quality and reach of the borough’s employment support provision. Good Work Camden is investing in additional employment support that is community-based, relational and holistic.

We have developed Job Hubs in Gospel Oak and Regent’s Park and have already achieved so much through the dedication of our amazing team. But we need to do more. We are therefore recruiting proactive, relational and tenacious people that have the ability to broker good quality opportunities for Camden residents – good work, exciting courses, scholarships and other opportunities. Camden is a borough of significant opportunity – we want to recruit Good Work Brokerage Advisors that are driven to connect residents with those opportunities.

If you are passionate about the impact that good work can have for people and motivated to secure opportunities that enable residents to thrive, the role of Good Work Brokerage Advisor could the role for you!

 **Example outcomes or objectives that this role will deliver:**

* To establish strong relationships with employers across the borough with a view to meeting their recruitment needs and to secure job opportunities, work experience and other opportunities for Camden residents
* To develop strong relationships with colleges, training providers and our diverse network of partner services to identify opportunities for Camden residents to progress into
* To develop a strong oversight of the range of opportunities available within the borough, including jobs, skills provision, work experience and specialist support
* To collaborate with Job Hub Advisors and other support staff to promote the full range of local opportunities and ensure that local people are well-placed to access them
* To work in collaboration with other brokers in Camden to ensure that we offer a coordinated service that is accessible and coherent for residents and our local partners
* To ensure that local people and partner services are aware of opportunities by working with colleagues to deliver events and produce impactful communications
* To work closely with residents and employers to creatively identify solutions to challenges at the point of recruitment, ensuring that we support residents into the work that is right for them
* To contribute to work to collect, monitor and use data to ensure that we are providing effective services that responds to the needs of residents and employers
* To consistently promote the values and principles of Good Work Camden and encourage local employers be more inclusive

**About you**

To be considered for this post, you should possess, and be able to demonstrate, all of the following:

* **You build great relationships:** you have excellent communication and interpersonal skills and are effective in working with employers, local employment and skills partners and residents
* **You are relational:** you have experience of working directly with residents in a demanding environment and provide welcoming and knowledgeable support
* **You can negotiate effectively:** you have the ability to have difficult conversations with persuasiveness and tactfulness
* **You understand the labour market:** you have a practical understanding of the barriers to employment and training experienced by residents and the labour market conditions that influence this
* **You can identify opportunities:** Knowledge of current education, employment and training opportunities available to residents ranging in age from young people to senior citizens
* **You are experienced:** A minimum Level 3 IAG qualification and/or at least 2 years’ experience in a similar role
* **You are a collaborator:** Familiarity with liaising and working with a number of individuals and/or agencies to achieve effective outcomes that meet the needs of residents
* **You want to grow:** Desire for professional development with a commitment to participate in appropriate training
* **You are professional:** Understanding or awareness of data protection, risk management, safeguarding and confidentiality; and
* **You are dedicated to inclusion:** Commitment to, and understanding of, equal opportunities

**People Management Responsibilities:**

* The role does not have any direct line management responsibility
* There could be opportunities to line manage apprentices or people participating in the Kickstart scheme

**Relationships:**

* This role reports to a Job Hub Lead
* You will work closely with Job Hub Advisors that provide employment support to Camden residents
* You will build strong relationships with employers, council services, external partners and residents

**Work Environment:**

* Frequent co-location with other service(s) across the borough
* Regular time spent at 5 Pancras Square

**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](http://camdocs.camden.gov.uk/HPRMWebDrawer/Record/8081811/file/document?inline).

**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 Ethnic Margenilised groups those who identify as LGBT+, neurodiverse and disabled people. Click [Diversity and Inclusion](https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page2) for further information on our commitment.

**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). 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 or post to 5 Pancras Square, London, N1C 4AG,