Job Description

Job title: Strategic Employer Development Lead
Grade: 8
Hours: 37 hours per week
Location: Nottinghamshire
Responsible For: Strategic employer accounts and partnerships
Responsible To: Operations Manager

JOB SUMMARY:

To lead the development and delivery of strategic employer engagement across the contract area, building long-term partnerships that create sustainable recruitment pathways and improved employment outcomes for long-term unemployed participants and other disadvantaged groups.

The key objectives:

- Develop and implement an employer engagement strategy aligned with organisational and contract objectives.
- Establish strategic employer partnerships and a sustainable pipeline of quality vacancies, placements, work trials and apprenticeships.
- Develop sector-based employment pathways in priority and emerging industries.
- Use labour market intelligence to shape employer activity, programme design and skills provision.
- Promote inclusive recruitment and remove barriers to employment for participants with additional needs.
- Represent Futures as a senior ambassador across employer, stakeholder and business networks.

ROLES AND RESPONSIBILITIES:

Strategic Employer Development

• Develop and implement an employer engagement strategy aligned to organisational and contract objectives.
• Identify growth sectors and emerging labour market opportunities.
• Build and manage relationships with large national employers, SMEs and micro-businesses.
• Secure partnership agreements that deliver sustainable recruitment opportunities.
• Develop sector-based employment pathways in health and social care, logistics, construction, manufacturing, hospitality, digital and public services.
• Act as a senior ambassador for Futures across employer, stakeholder and business networks.

Employer Relationship Management

• Develop a portfolio of strategic employer accounts and establish long-term partnerships rather than transactional vacancy referrals.
• Meet regularly with employers to understand workforce challenges and recruitment needs.
• Provide workforce planning support and labour market insight, positioning Futures as a trusted recruitment and employability partner.
• Negotiate guaranteed interview schemes, ring-fenced vacancies and supported recruitment pathways.

Vacancy and Opportunity Creation

• Secure high volumes of quality vacancies across the contract area and create sustainable job outcomes.
• Develop work placements, work trials, apprenticeships and supported employment opportunities.
• Ensure employer opportunities align with participant aspirations and capabilities.
• Build hidden labour market opportunities through proactive business networking.
Supporting Long-Term Unemployed Participants
• Work closely with Employment Advisers, Job Coaches and Employment Specialists.
• Help employers understand the benefits of recruiting disadvantaged groups and promote inclusive recruitment practices.
• Advocate for reasonable adjustments and flexible recruitment approaches, supporting employers to remove barriers to employment.
• Develop confidence-building activities, employer events and sector insight sessions.

Labour Market Intelligence

• Analyse labour market trends and future workforce demand and produce employer intelligence reports.
• Share vacancy trends and labour market insight with operational teams.
• Influence programme design so that skills provision responds to employer demand.
• Identify recruitment shortages and emerging growth sectors.
Partnership and Stakeholder Engagement
• Build effective partnerships with Local Authorities, Combined Authorities, Chambers of Commerce, DWP, FE colleges, independent training providers, NHS partners, and community and voluntary sector organisations.
• Represent Futures at strategic forums and business events.
• Develop referral and progression pathways that improve employment outcomes.

Key Performance Indicators

• Maintain active employer accounts and secure strategic employer partnerships.
• Generate quality vacancies, work experience and placement opportunities, and sustained job outcomes.
• Increase job starts for long-term unemployed participants, repeat employer business and employer satisfaction.
• Deliver sector pathway development, progression outcomes and measurable social impact.

FUTURES VALUES:

The role holder will maintain our company Values by: Having Passion, Making a Difference & Doing the right thing.

- Having a demonstrable passion for the Customer Experience and embracing change that will deliver benefits for the business and the customer.
- Generating ideas that have a positive impact on how we work to make a difference.
- Leading by example & doing the right thing by creating a positive working environment of inclusion, transparency, collaboration, and dedication.
- Committing to self-development by being open to coaching, mentoring and technical learning
- Supporting the development of others by sharing and transferring your knowledge and skills to nurture people and build great teams.

COMPANY POLICY

- To promote and uphold equal opportunities policy and procedures, actively promoting equality and seeking to challenge and overcome disadvantage and discrimination.
- To commit to and demonstrate behaviors based on the Company Values.
- To develop and maintain your own professional knowledge, skills, and experience, including formal training, CPD and networking with fellow professionals. Incorporating self-reflection to improve practice.
- To ensure a personal commitment to Customer Excellence to help our customers in the best way possible and support our Company's reputation
- To comply with safeguarding requirements in accordance with legislation and policy.
- To ensure the exchange of relevant information between partners takes place, ensuring the customer/client has given consent and that data protection requirements are complied with.
- To undertake any necessary administrative/IT duties or in line with role.
- To comply with IT Policies and requests to update systems. Comply with the General Data Protection Regulations (GDPR) Policy in handling data
- To take reasonable care for the Health & Safety of him/herself and of other persons who may be affected by his/her activities and, when appropriate, to safeguard the Health & Safety of all persons under his/her control and guidance in accordance with the provisions of Health & Safety Legislation.
- To undertake any other duties, which may reasonably be regarded as within the scope and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms.

PERSON SPECIFICATION

Assessment Key
CV = Curriculum Vitae - Iv = Interview
(E) = Essential, (D) = Desirable

Area	Criteria	CV	Iv
Experience & Knowledge	Significant experience in employer engagement, recruitment, employability or business development.	E	E
Experience & Knowledge	Experience working within welfare-to-work, skills or employability programmes.	E	E
Experience & Knowledge	Proven success in developing strategic employer relationships and employment opportunities for disadvantaged groups.	D	D
Experience & Knowledge	Strong understanding of labour market dynamics and a track record of achieving challenging performance targets.	D	D
Knowledge	Labour market intelligence, workforce planning and the skills and employability	D	D

	sector landscape.		
Knowledge	DWP employability programmes, supported employment principles and employer recruitment practices.	E	E
Knowledge	Equality, diversity and inclusion within recruitment.	E	E
Skills & Ability	Strategic relationship management, commercial awareness, negotiation and influencing.	E	E
Skills & Ability	Partnership development, stakeholder management, presentation and networking.	E	E
Skills & Ability	Data analysis and reporting, problem solving and excellent communication skills.	D	D
Skills & Ability	Ability to provide collaborative team leadership and inspire employers to become part of the solution.	E	E
Attitude & Values	Passion for social mobility and inclusion, with a	E	E

	commitment to achieving life-changing outcomes.		
Attitude & Values	Resilience, accountability, customer focus, innovation and creativity.	E	E
Company Requirements	Committed to equality of opportunity and organisational policies.	E	E
Company Requirements	Collaborative team player with a positive and flexible approach to working requirements.	E	E
Company Requirements	Able to travel to employer and stakeholder locations across the contract area as required.	E	E