



NYBEP

NYBEP is a not-for-profit social enterprise, an education business partnership with a 23 year track record of successfully engaging employers in education. Everything we do is aimed at helping young people to acquire the skills and knowledge that prepare them for the workplace and inspire them to plan for and achieve a successful future.

Employer Engagement Co-ordinator

c £17k per annum plus benefits

NYBEP supports work experience placements for thousands of young people aged 14-19 every year. Having worked in York and North Yorkshire for many years, recent expansion into the North East means that we are looking for additional capacity within the team.

This role will primarily support the brokerage of student work experience placements between schools, other educational establishments and employers, but will also involve engaging employers in support of all NYBEP delivery.

In addition to using existing information and contacts, you will be required to research additional occupational/geographical areas in order to further build our database of prospective employers willing to take on work experience students or actively engage with local schools. Your sensitive, but persuasive 'sales' skills, will be needed when directly contacting the employers and matching students to the placements.

We are looking for someone with:

- Excellent communication and listening skills
- A polite and friendly manner
- Lots of initiative
- A positive attitude
- The ability to think on their feet

In order to source and secure active employer engagement, the successful applicant will need to have plenty of confidence, with a personable disposition and a persuasive personality.

It's also important to be resilient, in order to deal with negative responses from people who might not want to talk to you! Above all, you must enjoy the buzz of working in a fast-paced environment that involves meeting targets and working under pressure.

An interest in the education sector would be a huge advantage.

For further details and an application form, please contact Laura Mason at lauramason@nybep.org.uk or call 01904 567616. Closing date: 30th August 2016. Interviews week beginning 5th September 2016.