**Engage to Change**

**Project Lead Ambassador**

**Job Description/Person Specification**

**Aim of Post:** Engage to Change is a 5 year project to create and support long term youth employment opportunities, for 16 to 25 year olds with a learning disability and/or learning difficulty, including ASD, to be engaged in paid work placements and develop their employability skills.

The Engage to Change Project will organise a wide range of sessions, talks, open days, school visits, and visits to potential employers to encourage participation in the project. Project Ambassadors will represent and promote the project at these events. The Lead Ambassador will organise and support the Project Ambassadors whilst also representing and promoting the project.

**Salary:** £8,934 per year plus travel expenses (NJC scale point 22) and 6% employers pension contribution

**Hours:** 16 hours per week

**Accountable to:** National Director, All Wales People First.

**Location:** The role will based at home but will require you to travel throughout Wales, with monthly meetings in Cardiff.

**Duration:** Fixed until 31st May 2021.

**Main Duties**

1. Organising and supporting Project Ambassadors
2. Talking to small groups of young people about the project and your work experience.
3. Talking to potential employers about the project and your work experience.
4. Visit schools to talk at careers fairs.
5. Give out promotional leaflets and application forms to potential project students.
6. Take part in photoshoots for promotional material.

**Special Conditions**

The post holder will be promoting the Engage to Change project and the benefits of employment so they must have been in employment for a significant amount of time. Eg 6 months or more and received support from the project.

**Support**

Support will be available, if needed, to undertake parts of the job.

**Person Specification**

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|  | **Essential** | **Desirable** |
| **Experience/**  **Qualification** | * Supported through the Engage to Change project. * Must have been employed for at least 6 months. * Experience of talking to groups of people. | * Employed through project Engage to Change. * Training other people * Experience in a leadership role |
| **Skills/Abilities** | * Good verbal communication skills. * Can work on your own or as part of a team. * Able to travel independently. * Able to take a leadership role * Knowledge of Engage to Change. |  |
| **Personal** | * Reliable * Responsible * Organised |  |

The post holders will be selected by interview and training sessions will be held for all Ambassadors.