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| **Engage to Change****Project Lead Ambassador****Job Description –** What the job involves |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Teenagers_large.png?v=1417855444 | **What is Engage to Change?**The Engage to Change project aims to help young people aged 16 to 25 with learning disabilities, learning difficulties or Austistic Spectrum Disorder to find work. |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Pointing-Paper-Blank-1_large.png?v=1417850674 | **What is an Ambassador?**An Ambassador represents and promotes the Engage to Change project. |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Pointing-Paper-Blank-1_large.png?v=1417850674 | **What is a Lead Ambassador?**The Lead Ambassador does the same as the Project Ambassadors. The Lead Ambassador also helps the Project Ambassadors to manage their time, learn new skills and offers support if needed. |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Months_large.png?v=1417858317 | **How many hours does the Lead Ambassadors work?**The Lead Ambassador will work 16 hours every week with 4 weeks leave each year.The role is fixed term. This means the job will finish on May 31st 2021. |
|  https://cdn.shopify.com/s/files/1/0606/1553/products/Purse_compact.png?v=1417852256 | **How much is the Lead Ambassadors paid?**The Lead Ambassador will earn £8,934 per year. We will also pay 6% employers contribution **to** your pension.And we will pay travel expenses. |
|  | **Who does the Lead Ambassadors work for?**The Lead Ambassador works for the Engage to Change project but will be paid by All Wales People First. The line manager for the Lead Ambassador is the National Director of All Wales People First. |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Map-Wales_compact.png?v=1426966289 | **Where does the Lead Ambassador work?**The Lead Ambassador will be based at home but will work across Wales. The Lead Ambassador will attend meetings in Cardiff at least once a month. |
| https://cdn.shopify.com/s/files/1/0606/1553/products/Pointing-Paper-Blank-1_large.png?v=1417850674https://cdn.shopify.com/s/files/1/0606/1553/products/Share-Information-3_compact.png?v=1454418149https://cdn.shopify.com/s/files/1/0606/1553/products/Photo_Take-2_compact.png?v=1417855367https://cdn.shopify.com/s/files/1/0606/1553/products/Social_Work-4_compact.png?v=1417857061https://cdn.shopify.com/s/files/1/0606/1553/products/Rules_compact.png?v=1426968469 | **What does the Lead Ambassador do?**The Lead Ambassador promotes the project and helps to organise and support Project Ambassadors. This may include:* Talking to small groups of young people about the project and the Ambassador’s experiences.
* Talking to potential employers about the project and the Ambassador’s experiences.
* Visiting schools to talk at careers fairs.
* Giving out leaflets and application forms to young people.
* Taking part in photoshoots for promotional material
* Helping to train Project Ambassadors
* Helping Project Ambassadors to manage where and when they need to be places
* Helping Project Ambassadors think about and learn what they need to say and do

The Lead Ambassador will also * Take part in training
* Meet with the National Director for supervision and appraisal.
* Follow the policies and procedures of the project
* Decide what support they need

Lead Ambassador may be asked to do things that are not on this list but are part of the role of Lead Ambassador. |
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| **Engage to Change****Lead Ambassador****Person Specification –** What is needed for the job |
| **Experience and Qualifications** | **The Lead Ambassador must*** Have been employed for 6 months or more
* Have experience of talking to groups of people
* Have experience of the Engage to Change project

**The Lead Ambassador might*** Have experience in a leadership role
* Have experience of training other people
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| **Skills and Abilities** | **The Lead Ambassador must** * Be able to communicate with people
* Be able to travel across Wales
* Be able to work by themselves or as part of a team
* Be able to take on a leadership role
* Know about the Engage to Change project
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| **Personal** | **The Lead Ambassador must*** Respect other people
* Be responsible
* Be reliable
* Be organised
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