NI INTERCHANGE SCHEME

Interchange Unit

# Hosting Opportunity Proforma

Department of Education

 Name of Host

 Organisation

**1. Interchange Manager’s details**

Andrew Bell

 Name

 Organisation/

Department of Education

 Department

4th Floor, Tower Block

Rathgael House

43 Balloo Road

Bangor

Down

BT19 7PR

 Address

 Telephone Fax number

028 9127 9245

 Number

Andrew.Bell@education-ni.gov.uk

 E-mail

Type of Opportunity

**Secondment = Deputy Principal**, Youth Work Policy Team, Department of Education

**2. Details of hosting opportunity**

 Description of opportunity

The Youth Work Policy Team (YWPT) has policy responsibility for the delivery of youth work within the context of non-formal education and works in partnership with the Education Authority’s Youth Service and other youth sector organisations to implement youth work policy. The *'Priorities for Youth – Improving Young People’s lives through Youth Work*’ policy was published in October 2013 and provides the framework for the delivery of the youth work across Northern Ireland. In addition YWPT also has responsibility for a range of other areas including oversight and delivery of youth related interventions in the Executive’s Tackling Paramilitarism Strategy, Together Building a United Community Intervention programmes, oversight of Safeguarding within the Youth Sector, European and International youth provision, Irish Medium youth work, Shared Education and the EU Peace Plus programme. An opportunity has arisen for a new Deputy Principal post within the team which is being offered as an Interchange opportunity.

The post holder will mainly be involved in providing support in relation to the Department’s role as Accountable Department for the Peace Plus programme together with oversight and management of youth programmes in line with the Department’s Priorities for Youth Policy. This will include, but not limited to the oversight of the North South Education and Training Standards Committee (which endorses youth work qualifications on an all-Ireland basis); European and International youth work; Irish Medium sector youth work and Outdoor Education. The work will include developing business cases, monitoring expenditure and developing drafts of guidance, papers, briefings, response to Assembly Questions, etc. A small admin team will provide support to the Head of Team and Deputy Principals (of which there are two in place).

Main objectives of the opportunity

The role will include:

* Responsibility for progressing two investment areas within the Peace Plus 2021-27 programme – the youth element of the Shared Learning Together (€10m) and Youth Mental Health and Wellbeing (€25m) investment areas. This will involve liaison with relevant DE teams, SEUPB and the relevant Irish Government Departments;
* assisting in the development, implementation, monitoring and reporting of new strategies linked to the Priorities for Youth policy;
* working with a range of stakeholders across the youth service to improving the lives of children and young people;
* providing accurate, timely and quality information and briefing to the Minister Special Advisor and Senior DE management; and
* Liaising closely with the Education Authority’s Youth Service in respect of their operational delivery responsibility for youth services across Northern Ireland.

The postholder will work closely alongside with the current Deputy Principals within the team.

**3. Skills requirements**

What qualities, skills and experience is required from the individual

This role carries a diverse range of duties and areas of responsibility requiring:

* a flexible and innovative approach to deliver solutions;
* experience of co-operation and collaborative working with others across a range of areas;
* experience of implementing policy / strategy;
* experience of programme/project management;
* good drafting skills with experience of business case development desirable;
* ability to manage and deliver of a range of objectives within deadlines and budget constraints; and
* line management experience.

While not essential, a knowledge of the youth sector and knowledge/experience of managing EU funding would be an advantage.

**4. Personnel: Please state below**

 Who will the individual report to?

Head of Youth Work Policy Team (Andrew Bell)

 Who will be the individual’s line manager and/or reporting officer?

Head of Youth Work Policy Team (Andrew Bell)

**5. Transfer of learning**

 Please give details of how the Opportunity will benefit your organisation, the

 individual and their organisation.

This will provide the opportunity to work within the vibrant, creative and diverse youth sector. The successful candidate will have the opportunity to gain experience across the full range of Deputy Principal (middle management) competencies and provide a valuable insight into the working of Government. The individual will be supported during their induction period by other members of the team.

The opportunity will provide the Department with a resource to support its oversight responsibilities for the Peace Plus programme and to develop and oversee the implementation of commitments within the Priority for Youth policy.

**6. Logistics**

Please provide details of the likely start date, duration, location, resources (i.e.;

 desk, PC, fax etc.) and funding arrangements for the opportunity.

**Start Date**: Likely start date will be as soon as possible after the successful applicant is selected.

**Duration**: The duration will be for a minimum of 18 months with the option for a further extension.

**Location**: The Department is in the process of implementing a hybrid working policy that will involve a combination of office and home working. The office location will be the Department of Education’s offices at Rathgael House, Balloo Road, Bangor and will involve **travel across Northern Ireland** so access to a form of transport will be required. Travel and subsistence related to the duties of the post will be paid. All necessary resources (laptop, desk, etc) will be provided.

**Funding**: DE will provide the funding for the post, which will be based on the Deputy Principal scale (currently £39,748 - £42,639).

**Further information:** contact Andrew Bell at tel: 028 9127 9245 / Andrew.Bell@education-ni.gov.uk or Rosie Drysdale by email at: Rosie.Drysdale@education-ni.gov.uk

**Closing Date**: Applications\* must be submitted by **4.00pm Friday 4 February 2022** to: interchangesecretariat@finance-ni.gov.uk

\*This opportunity is not open to NI Civil Service staff

**7. Endorsement**

 **Interchange Manager**

Andrew Bell

Signed

21 January 2022

 Date