

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Mayor's Construction Academy Hub Manager	Grade: PO4 £38,757 - £46,962
Team: South London Partnership	Directorate: Chief Executive's Group
Reporting to: Polly Persechino	Contract Type: March 2021 – to June 2022

Background

The construction sector is of vital importance to the South London economy, currently represents 5% of the local workforce. The sector has an average annual employment growth rate of 11% (2015-2018) which is by far the largest growth rate of all industry groups in South London.

The Mayor's Construction Academy (MCA) will support delivery of housing and other developments through brokering training and support to meet the workforce needs of developers and their supply chain(s).

The MCA Hub will also strengthen the pathways for residents into sustainable jobs in construction through training and access to jobs on developments in local areas, with a particular focus on increasing opportunities for priority groups and improving diversity of the workforce in construction.

Covid-19 and Construction

The Covid-19 pandemic continues to impact all sectors, and construction is no exception. Whilst many sites have remained open throughout the lockdown period, their operation has had to adapt and change, to incorporate new social distancing guidelines. This, with challenges with the supply chain, has led to a temporary reduction in the workforce, as staff have been furloughed or made redundant. Although it has clearly been a challenging time for the sector, evidence suggests that construction activity is increasing, with job vacancies increasing in south London.

Across the south London, we have seen sites slowly starting to mobilise and increase productivity. There have been some assurances given that pipeline developments are pressing a head, with a commitment from some major future development, across the patch.

Training and Skills providers have also had to change and adapt delivery models, moving much of their provision online, where possible. To facilitate social distancing requirements in the academic year of 2020/21, providers will continue to deliver a blended model of learning, in the classroom and remotely.

The MCA Hub will be integral to economic recovery in south London, making sure that residents are equipped with the skills to get local jobs

Job purpose

Operating across the six boroughs of Croydon, Kingston, Merton, Richmond, Sutton and Wandsworth, the South London Partnership aims to deliver a Mayor's Construction Academy (MCA) Hub which will support South London residents to gain the skills they needed to access construction sector vacancies. This new role will be responsible for managing the successful delivery of the Mayor's Construction Academy Hub, working with boroughs, further education training providers, employers and candidate referral partners to coordinate construction skills training, employment support and employer engagement delivery across the sub-region.

The post holder will be responsible for:

- leading the Hub team and delivering MCA programme targets on time and on budget, and for ensuring that the required monitoring and performance data is collected from across the relevant borough partners
- working strategically with training providers and the construction industry to create a coordinated construction training offer more responsive to the labour market and to improve the pathways to employment for residents
- working with Council departments, neighbouring boroughs, local companies, agencies, further and higher education providers and contractors over the six boroughs, to strengthen better collaboration and cohesion between skills providers and employers in construction

Specific responsibilities:

The Hub Manager will be responsible for:

- leading the MCA Hub Team and overseeing the MCA programme delivery plan, in accordance with the Greater London Authority (GLA) funding agreement, to ensure that outcome targets are met, and relevant data is captured and reported
- setting up, running and overseeing MCA Hub Governance structures, including operational boards with partners and stakeholders
- establishing and reviewing the systems required to meet the required programme outputs and comply with the grant monitoring and reporting requirements set out in the GLA Funding Agreement and to oversee the completion of monitoring returns according to established deadlines
- leading, developing and maintaining a range of strategic relationships with boroughs, developers, training providers and other delivery partners, to support programme delivery and, leading in the integration of the MCA Hub with new and existing employment and skills provisions
- identifying pipeline construction projects and ensuring that the skills provision meets employer demand
- playing a strategic role, working with construction employers and educational providers to identify gaps in the construction skills provision and help design the construction curriculum in the hub area, creating a more responsive labour market and high-quality construction skills training offer

- the financial and risk management of the Hub, providing regular financial and management reporting to support governance and oversight of the programme and fulfil the requirements of the GLA Funding Agreement
- identifying and securing, or supporting partners to secure, additional funding to expand and improve construction skills training in the Hub area
- driving the Hub team to work with employers and providers to increase the diversity of participants accessing employment and training opportunities through the hub, improving industry's access to a larger and more diverse skills pool
- quality monitoring and evaluating the Hubs working models, and refining where necessary, to ensure the Hub is effective and has maximum impact
- producing and presenting regular update reports to senior borough and GLA officers
- project manage programmes that assist people into employment in construction, promoting programmes that ensure an integrated and co-ordinated approach to meeting current and future skills needs of businesses and, improve access for local residents in existing and future employment opportunities
- increase the provision of training of green construction skills in the MCA Hub area, specifically around retrofitting of sustainable heating systems, green insulation, green roofing and drainage and construction waste management
- Represent the MCA Hub at relevant pan London and local events, both virtually and in person, as appropriate

Person Specification Requirements	Essential/ Desired	Assessed by A & I/T/C
Knowledge		
Knowledge of construction related professions and the qualifications needed to work in those professions.	E	
Knowledge of key stakeholders in training and employment nationally, locally and regionally	E	
Knowledge and understanding of understanding of the key policies/strategies impacting on training and employment	E	
Experience		
Significant experience of developing, implementing and delivering projects	E	
Successful experience of developing sustainable and effective partnerships with a range of organisations	E	
Demonstrable understanding of lifelong learning, skill development and accreditation and its importance in achieving sustained employment outcomes and progression	E	
Demonstrable understanding of the importance of tailoring vocational and pre-employment training to the needs of employers so local residents have the relevant skills demanded by industry	E	

Experience of negotiating and influencing stakeholders and partners to achieve strategic and deliverable project objectives	E	
Experience of leading business development activity, identifying new opportunities with appropriate organisations and developing engagement strategies with a range of organisations	E	
Experience in a management position demonstrating initiative, self-motivation and strong management practice in driving good outcomes and continuous improvement	E	
Experience of identifying and attracting external funding sources	D	
Experience of information and financial management including the collection, analysis, interpretation, evaluation and presentation of complex information and data	E	
Skills		
Able to provide strong project management and people management	E	
Exceptional interpersonal and relationship management skills, a highly skilled influencer and negotiator, able to achieve outcomes through collaboration.	E	
Ability to develop strong partnership management skills, to ensure positive partnerships across South London		
Excellent written and verbal communication skills, in a wide variety of contexts and at different levels, to manage stakeholder relationships	E	
Able to collate, analyse and interpret data from a range of sources and communicate to a broad audience of people	E	
A proactive outlook with an ability to prioritise and schedule effectively to manage a dynamic workload and meet internal and external deadlines to balance competing priorities	E	
Ability to think and plan strategically, analysing complex information to effectively monitor and evaluate impact, responding quickly to changes in demand	E	
Creative thinking and problem solving including the ability to improve services, develop new ways of working, and find appropriate solutions to complex issues	E	
Qualifications		
Educated to degree level or equivalent relevant professional qualification or experience which demonstrates the ability manage projects, people and multi-stakeholder partnerships	E	
Other		
Willingness to travel across sites and work flexibly as required	E	

A - Application, I - Interview, T - Test; C - Certificate

Mayor's Construction Academy

In his manifesto, the Mayor pledged to establish a construction academy scheme with the housebuilding industry to close the gap between our ambitious housing targets and the need for more skilled construction workers in London.

The Mayor's Construction Academy (MCA) for London was created to ensure that training providers and employers are working together as effectively as possible to design and deliver approaches to construction training which meet the needs of employers and learners. The development and delivery of the MCA has been shaped by senior stakeholders representing the construction industry, skills providers, and local government, overseen by the Mayor's Homes for Londoners and Skills for Londoners boards. These boards will continue to oversee the programme as it progresses through delivery.

In addition to closing the gap between our ambitious housing targets and the need for more skilled construction workers in London, the MCA programme aims to:

improve the supply of skilled construction workers required by the sector and thereby create more opportunities for all Londoners to benefit from the available work opportunities in the construction industry;

- scale up and extend initiatives that are already working well across the capital to train Londoners in the skills they need to enter into and progress in careers in the construction sector;
- intensify local engagement, particularly between SMEs and construction skills training providers; and,
- support the development of training provision for the construction of precision-manufactured housing in London.

To deliver this, the MCA programme is comprised of three work streams:

1. MCA Quality Mark: which identifies high-quality construction training provision. There are now 24 skills providers that have been awarded the quality mark following applications in 2018 and 2019;
2. MCA Hubs: up to £3million revenue across two funding rounds to establish local MCA Hubs which aim to strengthen relationships and improve coordination between Mayor's Construction Academy (MCA) - Hub Status and Funding Opportunity skills providers and construction employers, with a specific focus on housing development; and
3. MCA Capital Funding: £7.2 million capital funding programme for quality-marked providers to ensure that equipment and facilities increase capacity and keep pace with changing technology.

This post will be supporting workstream 2, establishing a local MCA Hub which will operate across the 6 boroughs of Croydon, Kingston, Merton, Richmond, Sutton & Wandsworth