

## **Collaborative Skills Coordinator**

### **The Role:**

To Support the Collaborative Skills Programme Manager in developing the sponsored partnership with Thomas Clarkson Academy and Boston College to create pathways to the Alliance partners organisation and deliver future skills and resource requirements for the 13 Alliance partners working on the Anglian Water Capital Programme.

The programme will provide a collaborative approach to meeting future workforce skills by integrating sponsored academic modules and broad workplace programmes. Provide support to the Programme Manager in replicating the current sponsored programme at the College of West Anglia model in Anglian Water's geography. These programmes will be a key enabler to delivering productivity and efficiency improvement across the Alliances.

### **Key Responsibilities:**

To develop, coordinate and provide administration to the pan alliance Collaborative Skills development programmes focused on future skill management and resource gaps. Coordinating the skills development programme in partnership with Boston College and Thomas Clarkson supporting the collective priorities of the Alliance partners. Integrating sponsorship programmes that provide academic knowledge with workplace apprentices in a model that spans all Alliance parties and strategic supply chain framework. Developing the sponsorship with Boston and Thomas Clarkson to an agreed budget. Developing key stakeholder relationships with local schools, businesses, and councils to promote the programmes to our target market. Effective recruitment of students. Develop pathways in to our organisations through traineeships, apprenticeships and graduate apprenticeships. Develop appropriate communication channels and progress reporting to support the above work streams. Develop and maintain high level of communication to the Programme Manager. Work collaboratively with the School and college to market the sponsored courses using appropriate marketing and identification processes. Identify and analyse Anglian Water's Alliances current and future skills requirements and develop sponsored courses that are pathways in to our alliance partners organisations. Ensure future skills required to drive productivity and performance (eg digital skills) are integrated within development programmes. Integrate appropriate qualification structure. Develop pathway with partner input and secure cross alliance buy in and agreement.

### **Key measures & targets:**

Recruitment of students for each sponsored course at Boston College  
Understanding and developing relevant course content to all four alliances  
Successful planning of specialist lecturing, plant and materials.  
Ensuring students successfully complete the course and provide employment to the sponsored students.  
Delivering an agreed budget

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## Key relationships:

Collaborative Skills Programme Manager  
Directors of @one, IMDS, IMR Water, IMR Water Recycling, IOS, IS  
Training Managers @one, IMDS, IMR, IOS, IS  
HR Managers of partners of @one, IMDS, IMR, IOS, IS  
Boston College and Thomas Clarkon – Teaching Staff, Directors and Principal  
Schools surrounding Wisbech and Boston

## Person Specification:

The successful candidate is likely to meet all of the following criteria:

Previous experience in working with or supporting Early Careers employees  
Preferably a knowledge or Apprenticeship Levy and CITB funding  
Good working knowledge of Microsoft Office  
Ability to work to deadlines and under pressure whilst remaining calm and focused  
Strong organisational, prioritisation and time management skills  
High standard of accuracy and attention to detail  
Excellent communication skills at all levels – schools, early careers through to contract management  
Able to present/talk to small groups at events  
Passion for working with and supporting young people

## Benefits:

As well as offering a competitive salary, remuneration for this role includes flexible benefits, which provides a range of guaranteed benefits including but not limited to:

- 5% Company pension contribution
- Life Assurance at 2 x notional salary
- Single persons private medical cover
- Permanent Health Cover

In addition you may be eligible for entry into the Company's non-contractual bonus scheme, based upon, among other things, the performance of the employee and of the business unit and/or Company.

## About Barhale:

Barhale is one of the largest privately owned infrastructure specialists in the UK and was originally formed in 1980 as a specialist tunnelling contractor diversifying over the years into various civil engineering areas. Barhale works UK-wide across the water, transport, energy and developer services sectors providing design, construction and maintenance services under long-term contracts, with blue-chip public, regulated and private clients. The company employs over 800 people in the UK, has an annual turnover of £120m and a distinctive set of values that are fundamental to our approach to business sustainability.

Our business activity is carried out for the following principal sectors:

**Water:** Civil Engineering, Tunnelling, Pipelines and Utilities

**Transport:** Rail, Aviation, Waterways, Highways and Bridges

**Energy:** Power Generation, Power Transmission and Distribution, Waste

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**Developer Services:** Civil Engineering across private sector developers UK wide  
**Specialist Businesses:** Tunnelling, Mechanical and Electrical and Barhale Construction Services (BCS Group)

### **How to apply:**

Please send your current CV and covering email outlining your suitability for the role and quoting the reference number to [careers@barhale.co.uk](mailto:careers@barhale.co.uk).

We are an equal opportunities employer. We are determined that no job applicant or employee receives less favourable treatment on the grounds of sex, pregnancy or maternity, gender re-assignment, sexual orientation, religion or belief, marriage or civil partnership, age, race or disability. All information will remain confidential to Barhale and will be handled in accordance with the requirements of the Data Protection Act.