

Talent Match

Staffordshire



Talent Match Employer Charter

The Talent Match Employer charter has been drawn up in consultation with young people to represent what they regard as a good employer. Whilst most of what is included will be recognised as good practice by people of any age there is a stronger focus for young people who are less experienced in employment.

Employers who agree to abide by the clauses laid out in this charter are demonstrating their commitment to supporting the work force of the future to have a positive life journey and can proudly display the charter in their place of business.



Recruitment

The company has positive youth recruitment practices, which include the following:

- ⇒ Guidance included as part of application packs
- ⇒ Feedback to young people not shortlisted for interview
- ⇒ Feedback to young people interviewed but not appointed for the position
- ⇒ Personal specifications based on skills/qualities and not just experience and formal education

Recruitment

Young people have told us about their experience of submitting dozens of applications but never having an opportunity to find out why they weren't successful. Or of attending interviews but not receiving the feedback that would let them know how to improve for next time.

Small changes to the recruitment process to include guidance, feedback and competency-based specifications will support young people to benefit from the application process, even when not successful.

Training and Development

- ◇ Young people's induction outlines their rights as well as their responsibilities.
- ◇ Young people without English or Maths at level 2 are supported to achieve these if appropriate
- ◇ All staff have personal and professional development plans and are supported to participate in training.
- ◇ Young people are offered the opportunity for a work place mentor who is not their supervisor/manager

Training and Development

Young people have also described their desire to undertake training and gain qualifications but talked about limited opportunities.

When an employer supports their staff to grow and develop research shows that the overall satisfaction of the employee, as well as their productivity, increases. We all want a positive journey through our work lives and helping staff to fulfil their potential should be a consideration of any business.

The inclusion of a work place mentor, to whom young staff can go when they have a query, can be a huge benefit to people who don't feel confident about approaching their supervisor and who don't fully understand their rights and responsibilities.

Pay, Conditions and working environment

- ⇒ All employees receive at least NMW for their age and are not paid apprenticeship wage when doing a **comparable** job.
- ⇒ All employees are treated with respect and their opinion is sought and valued
- ⇒ Time is invested in supporting young people to understand their contract of employment including chance for questions
- ⇒ Employees are offered a range of contracts including full-time, part-time and zero hours.

Pay, Conditions and working environment

What young people want from their employer is no different from what the rest of us want. When consulted young people said that they wanted to be paid on time, correctly, and to work in a legally compliant environment with safety clothes/equipment and drinking water and facilities.

Young people also wanted to be given clear instructions, be treated with respect and have their opinion taken into consideration.

On top of these basic requirements Talent Match asks employers to consider the points contained in the charter to ensure a fulfilling work experience.

Opportunities for young people

The company offers at least one of the following opportunities for local young people in order to support their development.

- ⇒ Work experience/volunteering
- ⇒ Job creation opportunities
- ⇒ Internships
- ⇒ Mock Interviews
- ⇒ Open day/visits
- ⇒ Business mentoring to educate people about the world of work.

Opportunities for young people

Employers can create opportunities for people in the wider community by engaging in any of the ways mentioned in the charter.

Young people stated that a lack of relevant experience or volunteer placements within sectors they are interested in had made it difficult to get work.

Lack of interview experience is another area often cited as a major problem when applying for jobs.

By getting involved then local businesses can have a hand in improving their area as well as the lives of their staff and staff's families.

Other ways to show your support

Youth Employment UK youth friendly badge— The badge is the free national award that recognises those employers who support young people in some way. If your organisation commits to offering career talks, mock interviews, work experience or employment then you will almost certainly qualify. Visit

<http://www.yeuk.org.uk/youth-friendly-framework> for more information.



Fair Train Work Experience Quality Standard—

If one of the opportunities you offer to young people is work experience, we would recommend that you consider the Work Experience Quality Standard. This standard helps you ensure that your work experience is truly good quality. By adopting the standard and the frameworks that support the Standard, you are adopting principles that are essential in a work experience programme.

<http://www.fairtrain.org/quality-standard>

