

**Young
Person's
Guarantee**

Guidance & Support for Pledge Partners

DYW | Developing the
Young Workforce



Scottish Government
Riaghaltas na h-Alba
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Many thanks for pledging your support to the Young Person's Guarantee and creating opportunities for young people.

This pack has been created to support you in delivery of your pledge. The pack includes details of each pledge area with links, ideas and examples of what can be done and where to find support. DYW is your first first point of call for support so please do reach out to your local regional group if you have any questions.

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Developing the Young Workforce (DYW) plays a key part in the delivery of the Young Person's Guarantee. We are employer led and it's our priority to make it easier for employers to connect with young people in schools and colleges across Scotland. We believe it's a team effort to support young people to prepare for the world of work and through DYW, employers can work in partnership with education to provide inspirational opportunities to help young people understand and develop the skills they need to succeed.

There are 20 DYW employer-led Regional groups with a funded DYW Coordinator in every state secondary school in Scotland. Whether employers have an hour or more time to invest, DYW works with all sectors and all sizes of businesses, helping them to get involved in a way that suits them.

Through this pledge area you can also engage with and open opportunities to young people who are looking for work but face additional barriers, helping all young people achieve their potential.

By developing proactive strategies and programmes to support a diverse group of young people, your diversity and inclusion policies benefit from fresh perspectives and ideas from a wider talent pool.

This support is aimed at young people looking for work who are being supported by specialist employability providers. The type of activity that you deliver ranges from providing insight to your organisation and sector through to offering work experience and training opportunities. If you aren't already involved in this type of activity, employability organisations will be able to help and guide you through how get involved. Most organisations offer pre-work and in-work support for the young person and the employer.

Young people who face barriers to employment include (young):

- people at risk of not being in education, employment or training
- carers
- parents
- care-experienced people
- people with disabilities
- people with previous convictions
- homeless people
- people living in poverty
- people with mental health issues
- minority ethnic people
- refugees

How you can support this area of the pledge

Work inspiration and preparation activities: This could include delivery of career inspiration and insight, employability or curriculum supporting activities.

Career Events

Large scale events where multiple employers and wider organisations gather to share information about careers in their company or industry, different pathways and help broaden young people's awareness of the world of work.

Class Talks

Presentations and discussions in the classroom. Class talks can bring the curriculum to life (eg. showing how maths is used in your job). You can inspire young people by offering insight to your company, careers, skills required, pathways and more.

Workplace Visits/Tours

Visits/tours can be for a small or large groups of young people - based on what's manageable for you. Bring the world of work to life by letting young people see people and roles in action, see where work takes place and chat to employees.

Skills Development

Skills development sessions can connect classroom subjects to your organisation's skills, for example organisations with software roles could get involved in supporting skills development of a particular code in the classroom.

Employability Support

Employability support through CV building, mock interviews and writing applications can help many young people who lack experience in applying for jobs. You can support them by helping them to develop their CV or understand how to write a good job application.

Mentoring

Mentoring programmes (see sources of support) or arrangements with a school/third sector organisation can help build a young person's skills, confidence and network. Young people who face barriers can benefit from one-to-one support and guidance.

More ways to support this area of the pledge

Work experience/ placements

- Can be traditional 5 day placements for school pupils or a more bespoke arrangement made between you and the school/college/third sector service provider.
- Work Placements for school pupils should meet the definition set out in Education Scotland's work placements Standard to ensure it is meaningful for both the young person and the employer.

Foundation Apprenticeship – work based challenge or work placement

- SCQF Level 4/5 Foundation Apprenticeship is chosen as a subject choice from S3-S6.
- Subjects include Construction, Hospitality or Automotive.
- Employers work with a school and set pupils a work-based project, supporting them to develop, deliver and complete it throughout the school year.
- Work placements are part of the SCQF level 6 Foundation Apprenticeship which is chosen as a subject choice in S5-S6 and learners can complete over one or two years.
- Learners work towards a Foundation Apprenticeship alongside their other subjects.
- Pupils must complete the work-based SVQ elements over the course of an academic year. The placement will usually be one day per week.
- The young person will achieve an industry-recognised qualification whilst developing skills and experience in the workplace.

School/ college partnerships

- Strategic partnerships between your organisation and one or more school/ college.
- Aims to support young people in education with their understanding and readiness for work.
- Every partnership is different and should be developed collaboratively - considering the needs and constraints of employers and educators.
- Longer term commitments (1-3 years) involving multiple engagements with the school/college over the academic year.

Sources of support

DYW Regional Groups

There are 20 across Scotland and their role is to connect employers with education. If you are not sure what your organisation can do they can support you to find out what activities would suit you best.

The Career Education Standard

The Career Education Standard recognises the journeys that children and young people make as they progress from age 3-18 and the potential and role of key influencers in these journeys.

The Work Placements Standard

Sets expectations for the main parties involved in work placements (young person, employer, parent/carer, the school and local authority) outlining the expectations in advance of, during and after.

Foundation Apprenticeship (FA)

Gain early access to future talent, by providing school pupils with real experience of the world of work. They achieve an industry recognised qualification and help you develop your talent pipeline

Career Ready

Career Ready works across Scotland to help young people kick-start rewarding futures through mentoring and paid internships

Movement to Work

Movement to Work can help employers plan for delivery of programmes, either in-house or through external training providers. MtW connects employers with unemployed young people.

MCR Pathways

A school-based mentoring programme and charity that provides young disadvantaged people with a mentor. You are matched with a young person and meet them at their school for one hour weekly.

Start Scotland

Provide a single point of contact who will take the time to understand your business and recruitment needs providing support throughout the process.

Action for Children Scotland

The Positive Choices programme supports 14-24 year olds who require additional support to find work. You can support this by offering industry insight, work tasters, work placements or jobs.

Prince's Trust

The Prince's Trust provides young people with opportunities for work experience, skills and CV development. Employers can provide work experience, CV building and interview skills.

Enable Works

Supports young people with learning disabilities to gain skills and employment experience and help them move in to work. They offer advice, training and support for employers.

Barnados

Employability Support and Employment Programmes – Supports young people to find training and employment to help them progress in to work.

Project Scotland

Provide volunteer placements for young people, enabling them to do good, gain work experience and develop themselves. Your team could support young volunteers by becoming a mentor.

CIPD Trust Mentoring

National mentoring programme delivered by CIPD, to support young people (18-24) and parent/carers looking to return to work. The programme offers one-to-one mentoring support.

The Young Person's Guarantee is ultimately about ensuring that young people have a place in education, training or employment.

Work based learning opportunities such as apprenticeships are a significant part of our work to address youth employment and develop Scotland's workforce. Apprenticeships are not only valuable for our young people, they are key for all employers to invest in their workforce, and provide the skills the economy needs both now and in the future.

Apprenticeships are a way for employers of all sizes, to develop their workforce and contribute to business and economic growth. Employers are able to access funding for approved apprenticeships.

Modern Apprenticeships

- Get flexible, tailored training to meet your business needs
- Attract fresh talent and develop the workforce of the future
- Upskill your existing employees
- Improve your productivity, staff morale and quality of service
- Retain talent, reducing your recruitment costs

Graduate Apprenticeships

- Suitable for new and existing employees
- Apprentices learn on the job, supported by Scotland's top universities and colleges
- Designed by industry to your specific business needs
- Develop and retain skilled employees who understand your business
- Improve your productivity, morale, staff retention and quality of service

In addition to formal apprenticeships you might be able to support young people through a Graduate Placement/internship - these are paid placements for a fixed period of time and are designed to give those leaving higher or further education and opportunity for a higher level work experience.

Your organisation may also offer volunteering opportunities by working with partners who manage employability and skills programmes for young people.

How you can support this area of the pledge

Supporting national job creation programmes:

There may be UK and Scotland wide programmes designed to support employers from all sectors to create more jobs for young people. These often includes financial support for employers for a fixed period to help with salary, onboarding or training costs and some include pre-employment and in-work support.

Supporting local job programmes:

Local Authorities and other partners may have more localised programmes aimed specifically at young people in a certain region. These often come with financial support for employers for a fixed period to help with salary, onboarding or training costs and some include pre-employment and in-work support.

Delivering on Community Benefit/ Procurement commitments:

Public sector contracts and funding often comes with requirements to support people in to work. This often provides an opportunity for young people to enter the world of work.

Sources of support

Skills Development Scotland

Scotland's national skills agency helps people achieve career success and supporting businesses with their goals and growth.

Scottish Apprenticeships

Directly support Scotland's Young Person's Guarantee, providing job opportunities for thousands of young people.

Modern Apprenticeship (MA)

Young people learn on the job while also gaining a recognised qualification. MAs help attract fresh talent or upskill existing staff.

Graduate Apprenticeship (GA)

Degree level training for new and existing employees. GAs offer a high level of academic and industry accreditation, and experience.

The Flexible Workforce Development Fund

Available to all Scottish employers to support them to up-skill and re-skill their employees to promote inclusive economic growth.

5% Club

The club exists to help employers to increase the number and quality of earn and learn opportunities.

Employer Recruitment Incentives

Funded by the Scottish Government, these recruitment incentives are administered by each of Scotland's local authorities

DWP through Job Centre Plus

Jobcentre Plus has a range of recruitment services that can help you as an employer.



The Scottish Government's vision of Fair Work is that jobs and opportunities should be meaningful, sustainable and underpinned by a package of training. Advancing equality and inclusion and working to eliminate discrimination are central to the Young Person's Guarantee.

The Scottish Government is asking employers to adopt fair working practices through:

- appropriate channels for effective voice, such as trade union recognition
- investment in workforce development
- no inappropriate use of zero hours contracts
- action to tackle the gender pay gap and create a more diverse and inclusive workplace
- payment of the real Living Wage.

How can you create an inclusive and fair workplace?

By adopting Fair Work practices and improving the equality and inclusion practice of your organisations you can attract and retain talent from a diverse group of employees. While these actions are not exclusive to young people the wider approach of the organisation will benefit young people in the workforce.

Sources of support

Fair Work tool

Enables organisations to self-assess and strengthen their working practices in line with the guidance of Fair Work.

Disability Confident

This scheme supports employers like you to make the most of the talents disabled people can bring to your workplace.

Investment in Young People

National Award that recognises the important work that businesses do to assist young people to gain employability skills.

Scottish Living Wage

Living Wage employers pay all staff in the organisation the living wage.

SCQF Inclusive Recruiter Tool

This tool helps employers to understand the value of various types of qualifications.

Close the Gap

Close the Gap works on women's participation in the labour market and helps employers to address the gender pay gap.

Be a Champion for the Young Person's Guarantee



Sharing your experiences and advocating on behalf of DYW and the Young Person's Guarantee to help increase pledges and the opportunities for young people. This could involve promoting the Young Person's Guarantee with your network and supply chain, offering speaking opportunities at events, writing articles and case studies to show your achievements and taking part in social media campaigns and DYW events.

How can I be a Champion for the Young Person's Guarantee?

Advocate for the Guarantee through your network and supply chain

We can provide the resources for you to share information about pledging support for young people, this can help you communicate with your networks and where relevant your supply chains. Contact your DYW Regional group to find out more.

Promotion of the Guarantee through social media and other channels

We can provide a communications toolkit and support for you to get involved in campaigns which encourage wider participation of pledge support. This can include campaign activity like #NoWrongPath or #AJobForEverybody.

Speaking about your experience at Guarantee and DYW events

Hearing from those who have been there and done that is a great experience for employers and partners keen to get involved. You can share your experiences, lessons learned and practice for the benefit of your industry and wider employers to inspire involvement.

Providing opportunities for DYW to connect with your members

(Member organisations)
If you have business events or conferences that focus on skills, we can support these by providing speakers to share insight and the benefits of supporting young people. We can also support with written content for magazines, blogs etc. If your members are keen to support and recruit young people, introducing them to DYW to provide an effective single point of contact to help them navigate how they may do this.

Sources of support

DYW Regional Group

Contact your local DYW Regional Group for support.