

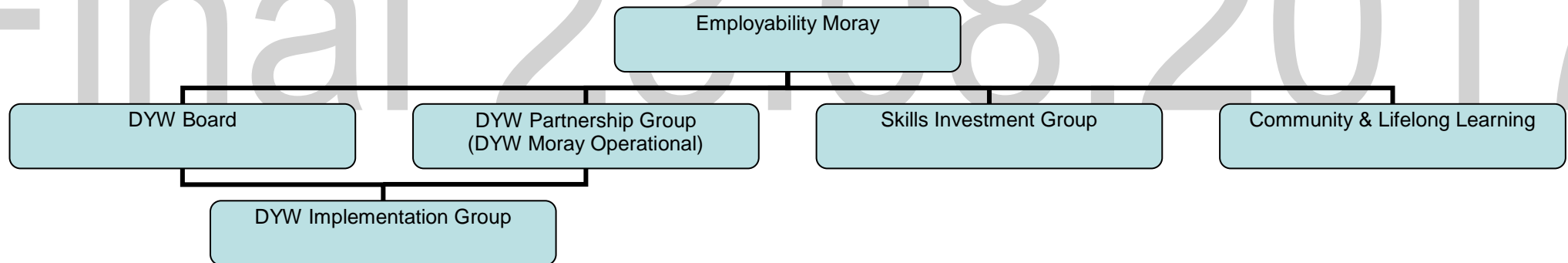
Overall Roles and Responsibilities for Moray Skills Pathway

Moray Skills Pathway is a single framework to progress gainful employment for all young people through offering opportunities to develop the skills, knowledge and attitudes required for the workplace thus supporting employers and Moray's economy.

Aims

- All young people in Moray throughout the Broad General Education (3-14yrs) will have 4 activities with each key sector prior to Senior Phase choices.
- Clear pathways developed for each key sector for young people to progress throughout the Senior Phase and beyond.
- An increase in the number of opportunities for young people with barriers to employment. (addressing inequalities)
- A partnership approach to the joint design and delivery of the learning offer (curriculum)
- Science, Technology, Engineering and Maths (STEM) will sit at the heart of the development of the Moray Skills Pathway.

Governance



Reporting to the DYW Partnership Group, supported by the DYW Implementation group which will coordinate to provide strategic and tactical oversight of programmes implementation.

Principal Partners

The Skills Pathway is made up of 2 programmes:

Sectoral – Strategic Leadership, DYW Board (Employers)

Associated Schools Group (ASG) – Strategic Leadership, DYW Leads (Depute Head Teacher Secondary)

Each programme should be made up from DYW Board member, 3rd Sector/Social Enterprise, Large Employer and Small to Medium Enterprise where possible, ELCC Centre, Schools, Moray College UHI and Skills Development Scotland.

	Early Learning & Childcare	Health & Social Care	Engineering	Construction	Food & Drink / Tourism	IT / Creative Industries	Business / Professional Services	Land Based
Sector Skills / National Body								
ASG Lead	Lossiemouth High School	Forres Academy	Speyside High School	Elgin Academy	Milnes High School	Buckie High School	Elgin High School	Keith Grammar School
Lossiemouth Business	DYW Board	3 rd Sector/Social Enterprise		Large Employer		SME		
Forres Business			DYW Board			3 rd Sector/Social Enterprise	Large Employer	SME
Speyside Business			3 rd Sector/Social Enterprise	SME	DYW Board	Large Employer		
Elgin Ac Business	3 rd Sector/Social Enterprise			DYW Board	SME			Large Employer
Milnes Business	SME	DYW Board	Large Employer		3 rd Sector/Social Enterprise			
Buckie Business				3 rd Sector/Social Enterprise	Large Employer		SME	DYW Board
Elgin H Business		Large Employer	SME				DYW Board	3 rd Sector/Social Enterprise
Keith Business	Large Employer	SME				DYW Board	3 rd Sector/Social Enterprise	
Primary Representation								
ELCC Representation								
Moray College	Faculty Lead	Faculty Lead	Faculty Lead	Faculty Lead	Faculty Lead	Faculty Lead	Faculty Lead	Faculty Lead
Skills Development Scotland	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach	SDS School Careers Coach

DYW Partnership Group Membership:

- ESO Skills, Moray Council
- Opportunities for All, Moray Council
- Associate Director, Moray College UHI
- Team Leader, Skills Development Scotland
- Secondary Head Teacher - Primary Head Teacher
- Quality Improvement Officer, Moray Council

Implementation DYW Team

- Moray ESO Skills, Moray Council
- Associate Director, Moray College UHI
- Team Leader, Skills Development Scotland
- Manager, DYW Moray

For each Sectoral Programme

- DYW Board Member (chair) + 7 sectoral employers
- Sectoral DYW Lead + Primary / Early Learning Childcare representatives
- Sectoral Moray College Faculty Lead
- Sectoral SDS Schools Careers Coach

For each Associated Schools Group Programme

- DHT DYW Lead (chair) + Primary / Early Learning Childcare representatives
- 1 employer from each key sector (one of which is a DYW Board Member)
- ASG DYW Lead + Primary / ELCC representatives
- ASG Moray College Faculty Lead
- ASG SDS Schools Careers Coach

Individual Roles and Responsibilities:

DYW Partnership: reports to Employability Moray at a strategic level to enable a joined up approach from partners on DYW implementation and to pursue activities on behalf of the partnership.

- Identify outcomes for sectoral/ASG groups
- Develop and maintain KPIs
- Develop strategic business cases for funding
- Identify opportunities to promote success and good practice.
- Periodically review and refresh strategy, action plan and governance to ensure they are fit for purpose.

Meets monthly

DYW Implementation Group: Provides the operational support to the Sectoral and ASG groups programme streams has responsibility for the operational implementation of specific projects and enabling actions, provides the direct leadership support for each programme, moderation and signposting.

- Provides direction and QA to chairperson (tracking minutes, agenda, meeting dates)
- Maintains distribution list and contacts for each programme group.

Meets monthly

Sectoral Programmes: DYW Board Member (Chair)

Made up of stakeholders with skills and resources to support the development and delivery of the learning offer within their key sector. Responsible for producing resources for implementation across Moray. The template for meeting note should be used to ensure consistency; the chairperson is responsible for ensuring a minute is taken, setting meeting dates. Participants should organise a depute if not available for the meetings.

Meets Term 1 and Term 3

Associated Schools Group Programmes: DYW DHT (Chair)

Made up of stakeholders with skills and resources to support the development and delivery of the learning offer within the ASG ensuring all young people get their entitlements. Responsible for delivering and evaluating the resources into the learning offer across Moray. The template for meeting note should be used to ensure consistency; the chairperson is responsible for ensuring a minute is taken, setting meeting dates. Participants should organise a depute if not available for the meetings.

Meets Term 2 and Term 4

Meetings should be framed under solution orientated principles

Key Outcomes Sectoral Programme

- Support the aims of Moray Skills Pathway
- Establish Sector Network
- Development and Review of Activity Overviews for Broad General Education
- Plan and Deliver Sector Taster Days for S3 students
- Influence Senior Phase and Post School pathways

Key Outcomes ASG Programme

- Support the aims of Moray Skills Pathway
- Learn from Sectoral good practice
- Partners support each other in the development and planning of the offer
- Maximise the accreditation of Wider achievement (SCQF framework & Industry Recognised)
- Actively engage with Career Education Standard through the Moray Skills Pathway.

Principal Partners



University of the
Highlands and Islands
Moray College

Skills
Development
Scotland

