

Q-STEP SUMMER INTERNSHIPS 2021

CDA Herts - Jobs Pathway; steps to positive futures.

Organisation and Team

CDA Herts: Jobs Pathway

The Castle, Hertford, SG14 1HR

<https://www.cdaherts.org.uk/>

Selection Method

Written CV & cover letter followed by an Interview

Application Criteria

Essential:

- Technical skills include knowledge and/or understanding of spreadsheet tools such as Microsoft Excel or Google Sheets

Desirable:

- Knowledge and/or understanding of database languages such as SQL, R, or Python; and data visualization software such as Tableau or Qlik
- Mathematical and statistical skills are also valuable to help gather, measure, organise, and analyse data

Key Words

Supporting marginalised people into work, including formerly homeless, disabled and ex-offenders.

Practical Considerations

The work will be undertaken remotely, with agreed site visits, subject to restrictions in place during the placement.

8 week internship

Project Outline

Jobs Pathway offers the opportunity to apply analytic and data-driven skills to an incredibly important pilot project. The need to support vulnerable people into meaningful work has never been greater or more challenging.

Sue Whiterod, Project Manager says: *"This is an exciting opportunity with real purpose and value. The timing works well as during the summer 2021, I will be developing the business plan and funding bids to sustain Jobs Pathway in the community. Robust data and analytics are crucial to success".*

Support and Training

The mission of CDA Herts is "bringing together people and communities".

There is a highly experienced, skilled and dedicated team who will offer insights into different aspects of community development.

The Project Manager, Sue Whiterod previously worked in the NHS in Human Resources and Organisational Development including as Director. Sue is a qualified coach, mentor and has successfully managed and mentored many students on the NHS national graduate management training scheme. Sue has two Masters-level degrees and a certificate in health & medical education.

The student will be given defined objectives and deliverables. There is also scope for individual input to defining the work outcomes and for innovation.

Travelling expenses for agreed site visits will be supported.