



Southwark Ambassador Job Description:

Role Title: Southwark Inspire Ambassador

Contract Type: Freelance Contract

What is Inspire?

The [Inspire pilot](#) is all about making sure the adults, like teachers, carers, and youth workers, feel confident talking with young people from a care background about their education and career plans after school, including things like college, apprenticeships, and university. By listening to what young people say about their experiences and the support they've had (or not had), The National Network for the Education of Care Leavers (NNECL) can create better advice and tools (known as a toolkit) for those adults. That way, the adults will have greater confidence and will know how to support young people better when it comes to planning for further education and career choices.

The Inspire pilot has two main parts:

1. **A short survey:** NNECL are inviting young people to share what support they've had (or haven't had) in education and careers. There's also a separate survey just for adults, to find out how confident they feel when supporting young people with their education and career plans.
2. **Focus groups:** NNECL are running three focus groups: one for young people to share in further detail what support they've had (or haven't had) in education and careers. A focus group for practitioners, like social workers, personal advisors (sometimes known as leaving care workers) or key workers, to discuss what resources are available for them to feel confident guiding young people in their education and career choices. Finally, a focus group for all the adults who are important to care experienced people, like foster carers, football coaches, and friends' parents, to see how confident they are in supporting care experienced people's career and education choices.

Purpose of the ambassador role:

To help guide the Inspire focus groups. This includes helping to create a welcoming and inclusive environment for participants, ensuring that the voices of care experienced young people are heard and valued. The ambassador's presence will also ensure that the focus groups matter to Southwark, making the insights more relevant and impactful. Through this role, the ambassador will gain valuable experience in youth engagement, help guide discussions, and work with others to keep things on track.

Person Specification:

The ideal candidate will be a confident communicator, reliable, and passionate about youth voice. Previous experience in peer engagement is welcome but not essential.

Applicants should be aged 18–25 and based in or connected to Southwark, and applicants must be a care leaver.

Applicants must have:

- Access to a laptop with a camera and microphone (we unfortunately cannot provide a laptop).
- A professional email address, for example DaveR@yahoo.com, not RottenDave@yahoo.com
- A good internet connection because most meetings will be held remotely via Microsoft Teams (see timeline below).
- A quiet and private space to take meetings. This is because sometimes young people might share personal or sensitive things in meetings.

We can give you a pair of headphones to help keep things private and make it easier to hear.

What do we mean by care leaver?

A young person who was cared for by their local authority for at least 13 weeks since the age of 14. These young people, when in care, were placed under a care or placement order. For example, young people could have lived with foster carers, in a residential children's home, in secure accommodation, at home under a supervision order or had a Special Guardianship Order (SGO).

Key Responsibilities:

- Essential: Attend and actively participate in seven key meetings:
 - 1x Training session (remote)
 - 1x Focus groups with young people (remote)
 - 2x Focus groups with adults (one with practitioners and one with a wider adult group) (remote)
 - 1 x input into the toolkit (remote)
 - 1 x Attend the Haberdashers Company networking event (these are one of the organisations that fund Inspire) (in-person in Central London).
 - 1 x Reflections and wrap-up meeting (in-person in Southwark)
- Support recruitment of participants through local networks
- Ensure the Inspire discussions and activities matter to Southwark
- Contribute to feedback, help guide discussions, and work with others to keep things on track

Professional Development:

- Opportunity to shadow Inspire pilot lead (Shaunna) to gain insight into working with others to keep things on track, and how to engage with funders and other people who the pilot is important to.
- Support in building a CV, including:
 - Reference letter upon completion
 - LinkedIn recommendation
 - Certificate of contribution

Compensation:

- £200.00 total for participation in 7 meetings and associated responsibilities. This can be a bank transfer or vouchers.
- Travel and expenses reimbursed where applicable

Time Commitment & Timeline:

To be considered for the Southwark Inspire Ambassador role, it is essential that you can commit to all scheduled meetings and activities, and your full participation is vital to the success of the Inspire pilot. In total, this role will consist of a maximum of 16 hours. Below are our preferred dates and times. If you think this role is for you but cannot commit to these dates and times, we are happy to discuss whether we can be flexible.

Phase	Activity	Key Dates
Recruitment and Application Open	NNECL accepting applications	Tuesday 5 August 2025 at 1 pm
Application Deadline	Deadline for applications	Friday 22 August 2025 at 5 pm
Interviews	Short online interview with the NNECL team	Wednesday 27 August at 9:00 am

Notified of application success	Email from the NNECL team	Thursday 28 August by 5 pm
Reference contacted	Email from the NNECL team	Thursday 28 August by 5 pm
Onboarding and Training	Training Session via Teams for 1.5 – 2 hours.	Tuesday 2 September 11:00 am to 1:00 pm
Young person Focus Group	Via Teams for 1.5 hours	Wednesday 10 September, time to be decided by the young people
Practitioner Focus Group	Via Teams for 1.5 hours	Wednesday 24 September at 13:00
Adult Focus Group	Via Teams for 1.5 hours	Wednesday 1 October at 19:00
Input into the Toolkit	Via Teams for 1.5 hours	Wednesday 8 October, time to be decided by the young people
Haberdashers networking event	Meet the people who part-funded the Inspire pilot in person in London	Wednesday 15 October at 6 pm to 9 pm
Reflections about the Ambassador role and goodbyes to the team.	Meet in person in NNECL Southwark London office to discuss how the role went and to say goodbye to the team. This will be 3 hours max.	Tuesday 21 October – afternoon (specific time to be discussed by the NNECL team).
End of role		Wednesday 29 October

Commitment to Equality, Diversity & Inclusion (EDI)



We are committed to creating an inclusive and supportive environment where everyone feels valued and respected. We welcome diversity in all its forms, including race, ethnicity, gender identity, sexual orientation, disability, and socio-economic background. If you require any adjustments to the application or interview process, please let us know.