



Disability Employment Gap Public Social Partnership

PSP Project Delivery – Free Opportunities for Employers

The Public Social Partnership for the Disability Employment Gap aims to increase employers' confidence, awareness and capacity to recruit and retain disabled people.

Over the next 12-14 months, five workstreams within the PSP will design and implement a range of pilot projects that will enhance existing employment processes. In order to achieve this, we are looking for like-minded and proactive employers to work with us.

Why we want to work with you

We want to work with forward-thinking, inclusive, innovative and creative businesses, whilst helping you develop your organisation and the people within it.

If you are passionate about your business, your employees, your customers and your local community, then we would like to hear from you. Whether you have previous experience of employing disabled people or not, we can help you:

- Increase the talent pool your vacancies reach
- Create a workforce that reflects the diversity of your customers
- Reduce employee turnover, saving money on recruitment and training
- Improve your corporate culture
- Tackle the myths associated with recruiting disabled people
- Learn how to easily implement reasonable adjustments
- Become a Diversity Champion
- Achieve all of this (and more) at no additional cost

What we will offer you

We have a limited number of spaces available for selected organisations to receive free expert advice and support from PSP partners within our five focus areas:

- Employment within the Public Sector
- Attract and Recruit
- Retention
- Transitions
- Under-Represented Groups

Further details of the opportunities available and what is on offer within each project are included on the following pages, but the minimum benefits you will receive as a Project Partner are:

- Free access to an extensive range of support and services
- Expert advice and consultancy
- Opportunity to demonstrate your commitment to inclusion and diversity
- Promotion of your achievements through the PSP and our 39 partners
- Create a Centre of Excellence for Scotland
- Achieve recognition as a Diversity Champion

If you share our passion for creating opportunities for disabled people please contact David at David.Stewart@susescotland.scot or 07305 064 282, for an informal discussion.

PUBLIC SECTOR WORKSTREAM – ACHIEVING EQUALITY IN OUR PUBLIC SERVICES

We will provide an experienced Change Leader to be seconded into two public sector organisations, working part-time in both for one year. The member of staff will have a minimum of three years' experience as a manager within a specialist employment organisation supporting disabled people; be credible; influential at a senior executive level; and able to provide constructive recommendations.

Working closely with the Executive Team, they will support the adoption of best practice from other bodies to make sustainable changes that will improve the recruitment and retention of disabled employees within the partner organisations.

They will establish a network of Scottish public sector organisations, share findings, promote best practice and secure strategic commitments to support the halving of the disability employment gap.

Project deliverables

- Creation of project plan that encapsulates delivery methodology; risk assessment and mitigation strategies; monitoring/evaluation methods; and quality control processes.
- Identification of baseline situation re: recruitment levels and monitoring processes.
- Creation of workplan for reporting on activity and delivering the desired impact.
- Implement learning from existing best practice operations across the public sector.
- Deliver significant and measurable change in disabled new recruits.
- Deliver qualitative change in the organisation's culture and approach to inclusion.
- Report on and make improvements to monitoring/recording of disabled employees.
- Support a programme for retaining disabled staff.
- Draw up a programme of recommendations for sustaining impact.
- Coordinate a national forum of HRDs on disability recruitment.
- Publish learning for distribution to Scottish public sector organisations.

Number of employer spaces available: 2

ATTRACT AND RECRUIT WORKSTREAM – INCLUSIVE RECRUITMENT PILOT

This Inclusive Recruitment project has two complimentary elements: (a) the development of an Inclusive Recruitment Model (IRM) and (b) a Digital Recruitment Review (DRR).

The Inclusive Recruitment Model will identify and pilot best practice which employers will be able to utilise with confidence to attract and recruit disabled employees.

The Digital Recruitment Review will assess the current platforms used by employers and will develop recommendations and an action plan to make them more accessible and inclusive for disabled people.

Project deliverables

Inclusive Recruitment Model:

- Creation of project plan that encapsulates delivery methodology; risk assessment and mitigation strategies; monitoring and evaluation methods; and quality control processes
- Build on PSP research/experience to develop the Inclusive Recruitment Model.
- Work with selected partner employers to implement Inclusive Recruitment Model.
- On-going monitoring/evaluation and refinement of model.
- Write-up of final proven and evaluated good practice 'Inclusive Model'.
- Publication of pilot report and presentation to PSP and the Scottish Government.

Digital Recruitment Review

- DRR Set-up completed for partner employers.
- DRR Tester sessions of partner employers' recruitment platforms.
- DRR Technical Support delivered to partner employers.
- PSP Provider Support delivered to partner employers

Number of employer spaces available: 12 (IRM) and 10 (DRR)

RETENTION WORKSTREAM – RETENTION PATHWAY SUPPORT PROJECT

An experienced support organisation will lead on the delivery of a Retention Pathway Support Service (RPSS), working closely with employers to offer a bespoke and flexible package of support and intervention.

The project will include an initial assessment, the creation of a bespoke action plan, a mid-way review and a full evaluation at the end of 12 months, creating tried and tested retention-focused supports and interventions that work for employers. We aim to recruit employer partners of various sizes, sectors, industries to ensure the model we develop can work for all employers.

Project Deliverables

- Submission of project plan that encapsulates delivery methodology; risk assessment/mitigation strategies; monitoring/evaluation methods; and quality control processes.
- Design and develop employer pathway for retaining disabled employees reflecting the three key areas for employers (example scenarios outlined below):
 - **Get Ready:** Learn about how to retain and develop more disabled employees.
 - **Support:** How to access support for disabled employees and build your businesses' capacity.
 - **Crisis:** How to support disabled employees that are at risk of losing their jobs and need help.
- Implement the employer support pathway using tailor-made action plans.
- Identify digital content solutions to improve employer-employee communication.
- **Assessment** of employer's needs and development of a bespoke plan.
- **Consultation/workshops/mentoring** on issues such as reasonable adjustments; agile working; available support; community benefits for public procurement tendering; recruitment and retention benefits; the purple pound; diversity and inclusion at work; supported employment programmes; developing a loyal workforce to reduce staff turnover; Equal Opportunities and Disability Law; the social model of disability; effective policies, procedures and practices; the Disability Confident scheme; tackling stigma; mediation; difficult conversations.
- **Midpoint Review**
- **Final Evaluation and Feedback.**

Number of employer spaces available: 10

UNDERREPRESENTED GROUPS WORKSTREAM – EMPLOYER HUB SERVICES

A consortium of five specialist organisations will deliver comprehensive 360-degree training to employers/providers and will enhance this training with wide-ranging consultancy covering all aspects of need in relation to under-represented groups. All training will be carried out co-productively with people with lived experience.

Project Deliverables

- Submission of project plan that encapsulates delivery methodology; risk assessment/mitigation strategies; monitoring/evaluation methods; and quality control processes.
- 22 Disability Awareness sessions delivered to 220 staff.
- 14 Accessible Communication sessions delivered to 140 staff.
- 4 Funding Information sessions delivered to 40 recruiters/hiring managers.
- 12 TSI/Supporting People in the Workplace sessions delivered to 40 staff in supervisory positions.
- 6 Responsibilities in the Workplace sessions delivered (incl. Legal Responsibilities) to 60 staff.
- 4 Recruitment and Selection sessions delivered to 40 staff involved in recruitment processes.
- 6 Employer Engagement sessions delivered to 60 staff from Provider organisations.

Number of employer spaces available: 10

TRANSITIONS WORKSTREAM – MAKING TRANSITION WORK

The programme will involve the design and delivery of training sessions, guidance and materials to support employers and their employees to engage young disabled people about the world of work, whilst still in education. Employers will develop the skills to offer high quality work experience opportunities.

An inclusive Supported Work Placement programme for young disabled people will be designed, implemented and evaluated in collaboration with an established Third Sector/Supported Employment provider, to enhance the standard and quantity of quality work placements on offer to young disabled people, ultimately improving the likelihood of paid employment.

We will partner with DYW Leads in two Local Authority areas and Third Sector/Supported Employment providers to provide specialist support for employers and young disabled people.

Project Deliverables

- Project plan that encapsulates delivery methodology; risk assessment/mitigation strategies; monitoring/evaluation methods; and quality control.
- Research to identify existing provision to avoid duplication.
- Develop partnerships with key agencies including DYW co-ordinators, Local Employability Partnerships, Education, Supported Employment provision, etc.
- Design and delivery of unique Employer Programme to enhance their engagement with young people with disabilities and health issues.
- Complete an assessment of current work placement practices including a review of the organisation's recruitment procedures.
- Complete an Inclusion audit to better understand current staffing support needs.
- Assess employers' confidence in supporting young disabled people.
- Broaden awareness and offer training and guidance on disability on how to deliver successful supported work placements.
- Upskill staff within the organisations to deliver supported work placements to success.
- Consolidate learning and ensure a sustained practical impact for employers by providing best practice guides/supporting tools, i.e. reasonable adjustment passports.
- Demonstrate how approaches to informing/inspiring young people can be adapted to enable meaningful engagements between employers and young disabled people.
- Evaluation of impact to be embedded throughout the process to ensure adaptability and sustained impact for young disabled people.
- Track and monitor individuals placed in placement
- Employer consultation to report on challenges, success and sustainability plans

Number of employer spaces available: 10

If you are interested in becoming one of our employer partners by participating in one or more of the projects listed above, or require further information, please contact David Stewart at David.Stewart@susescotland.scot or 07305 064 282.