

Careers Taskforce Membership Guidance and Terms of Reference

TERMS OF REFERENCE

Maritime UK established the Careers Taskforce in 2020 as a development from the Careers Promotion Forum. The aim of the Taskforce is to collaborate and coordinate the promotion of Maritime Careers. The Taskforce is formed of the Chairs of the Careers Networks and Maritime UK Members Careers Leads.

The Taskforce brings together the leads of the Careers Networks, key individuals in Careers and Outreach and the leads from Maritime UK Member Organisations to identify practical steps to promote the Maritime sector as a career choice. The taskforce will have oversight of the various Careers Networks.

The Careers Taskforce is Chaired by a leader from the maritime sector and supported by the Programme Executive for Careers and Outreach at Maritime UK.

Aims

- To coordinate Careers and Outreach activity across the Maritime Sector.
- To promote the Maritime Sector as a valuable career choice.
- To maintain and report on data against the performance of the maritime sector on careers and outreach initiatives.
- To monitor, recommend and review progress against agreed activities initiated by the networks
- To raise the profile of current/future diversity and inclusion programmes and initiatives across the maritime sector.
- To provide reports to the Maritime Skills Commission and liaise with other relevant Maritime UK working groups such as the Diversity in Maritime Taskforce.
- To make recommendations to the Maritime UK National Council and Department for Transport.

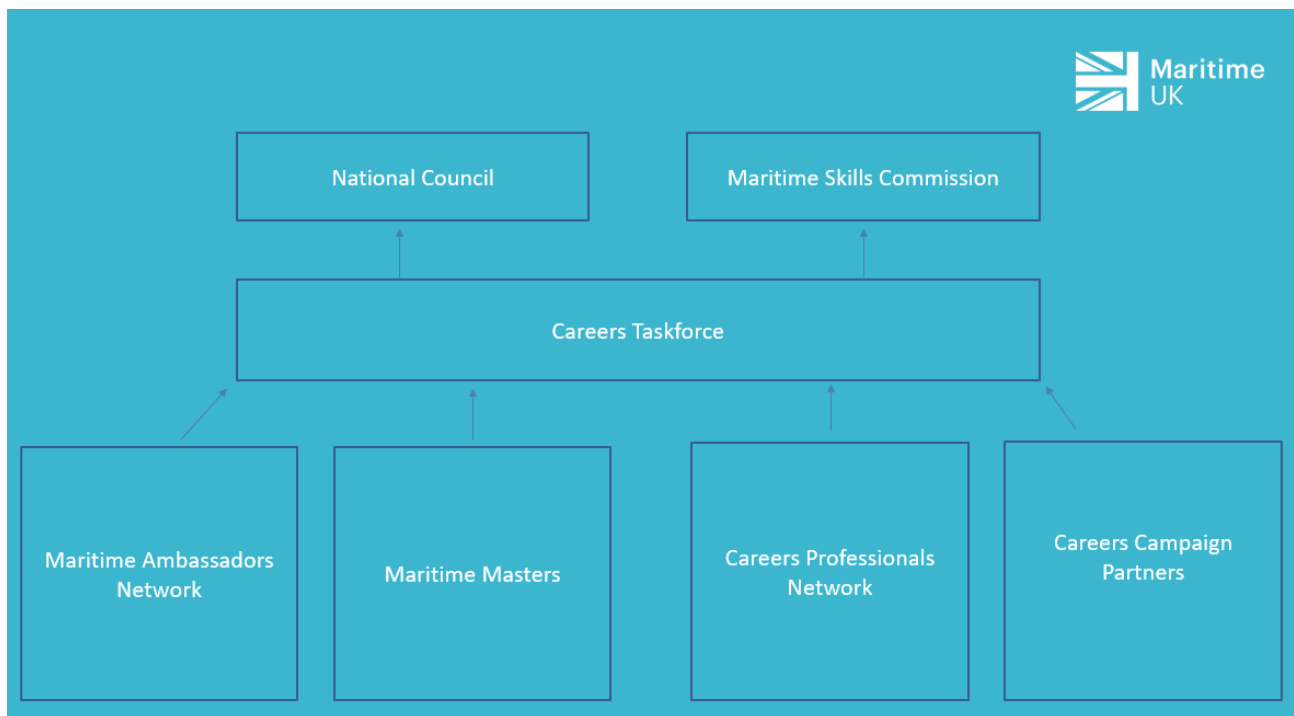
Membership and Role of the Chairs

The Chair of the Careers Taskforce will:

- Be a member of a Maritime UK member and a senior leader within the maritime sector
- Be invited to Maritime UK National Council meetings to report on progress and seek endorsement
- Have a term of two (2) years. At this end of the Term a nomination process will occur to ensure a smooth transition to a new Chair and/or term.
- Act as an ambassador for the Careers Taskforce, including at speaking events, through social media engagement and at various relevant opportunities to promote its work.
- Ensure the Maritime UK Careers Taskforce meets its aims and operates in a fair and effective manner to create the conditions and collaborative effort required to deliver a more balanced workforce at all levels across the UK maritime sector.
- Attend Taskforce meetings and support network meetings (where possible).
- Actively promote Careers & Outreach initiatives.
- Work with Maritime UK to ensure the programme is sustainable, both financially and resourced.

The Leads of the Networks will:

- Be a member of a Maritime UK member and a senior leader within the maritime sector
- Have a term of two (2) years. At this end of the Term a nomination process will occur to ensure a smooth transition to a new Chair and/or term.
- Act as ambassadors for the Maritime Careers, including speaking events, through social media engagement and at various relevant opportunities to promote its work.
- Follow up on relevant actions with the Programme Executive (Careers and Outreach) pre/post network meetings.
- Join the Maritime Industry Ambassadors Programme and promote the programme to colleagues
- Attend Taskforce meetings during the year to share updates from the network meetings.
- Actively promote Maritime Careers initiatives.
- Work with the wider Careers Taskforce to ensure the programme is sustainable, both financially and resourced.



Maritime Ambassador Network

Lead: To be recruited at the start of 2023

Bringing together the most active of the Maritime Ambassador Network to discuss successes and needs. The group will be formed of 20 members of the wider Maritime Ambassadors Network. The group will meet twice yearly, and this will be supported by 3 onboarding sessions for new industry ambassadors per year. The wider network of 263 ambassadors will receive termly updates on the Careers and Outreach Programme and also be able to feed into the discussions through regular feedback forms.

Maritime Masters



Lead: To be recruited at the start of 2023

The Maritime Masters Programme has potential for expansion to enable greater engagement with universities and Maritime colleges delivering degree level courses. In future years, this could also lead to an expanded Maritime Masters Programme to include Undergraduate Awards. Membership of this network includes Maritime Masters Programme lecturers and those companies engaging with the programme through provision of research topics.

Careers Professionals Network

Lead: To be recruited at the start of 2023

The Careers Professionals Network will bring together the key contacts in Careers Advice Professions. For example, lead representatives of Careers Development Institute, Careers Hubs linked to Local Enterprise Partnerships, Developing the Young Workforce Scotland, Careers Wales, and Job Centers. The wider network of around 400 members is formed of Careers Professionals and Teachers. A newsletter will be circulated at the start of the term indicating what is upcoming. There will be at least one continuing professional development (CPD) event per term and at least one national or regional Careers Event per term.

Careers Campaign Partners

Lead: To be recruited at the start of 2023

Careers Campaigns Partners are companies, charities and organisations that have signed as partners to promote Maritime as a Career choice and support Careers Events. The Campaign partners will also help to keep the information on the maritimecareers.uk website accurate and help to provide social media content for cross-sharing.

The partners will meet quarterly to discuss upcoming events and campaigns. This could be expanded to bi-monthly with interest. This will be supported by bi-monthly newsletter updates.

Revisions

These Terms of Reference may be subject to change from time to time based upon the needs of industry, expansion of the Careers & Outreach Programme and/or suggestions from government.

Last updated: November 2022