

The National Skills Academy for Social Care National Management Trainee Scheme 2010

Invitation to Tender:

Part 1: Graduate Recruitment, response handling and short listing

Part 2: Skill and/or Psychometric testing of applicants

Part 3: Facilitation of Graduate Assessment Programme

Background

Adult social care is expanding. The 1.5 million strong workforce is expected to grow to an estimated 2.5 million by 2025 to help meet the needs and choices of people alongside the inevitable demands of an ageing population. This growing workforce needs support from skilled leaders and managers, providing the vision and purpose necessary to develop and inspire their staff.

To help meet these challenges and more, the National Skills Academy for Social Care, supported by the Department of Health, introduced a National Management Trainee Scheme in 2009 to attract some of the executives of the future into the adult social care workforce. This scheme, the first national trainee programme devoted to care is designed for recent graduates from a range of disciplines who share a commitment to the best possible outcomes in social care and want to start a career in social care.

It provided a year of management and leadership experience for 20 recent graduates, hosted by employers from the private, voluntary and statutory sectors across England. Participants worked in a variety of roles, developing the management and skills necessary to become a successful leader in the field.

The pilot intake has been so successful and the trainees have proved such effective ambassadors for the Skills Academy, the scheme and social care as a whole that, we are now looking to recruit for 2010 placements

The Project (s)

We are about to begin recruiting for our 2010 graduate trainee intake and we are looking for an experienced consultancy or consultancies:

- to undertake the response handling for all applicants
- to shortlist against eligibility criteria
- to provide psychometric testing, reporting and feedback to further determine candidate attributes
- to engage with all those applicants who are not successful to the assessment stage
- Facilitation, observation and reporting of exercises during assessment days for shortlisted applicants

The National Skills Academy for Social Care is firmly committed to representing the social care sector in a positive light and to making any experience of engagement with the sector a positive experience. Therefore we require that even those who are not eligible or whose applications are unsuccessful are encouraged to consider a career in the sector.

The project enjoys a considerable momentum already and the recruitment process will proceed to tight deadlines.

IMPORTANT NOTE:

Part 1, Part 2 and Part 3 may be treated as separate projects and tenders are welcomed for individual or all parts or any combination. If tendering for more than one part please ensure that separate tenders are submitted.)

PART 1 (Stages 1 – 4)

Successful recruitment of 25-30 outstanding recent graduates, from any discipline, to undertake a year's learning development in the social care sector

Stage 1

Advertise the scheme alongside independent advertising arrangements made by NSA Social Care .

Application will be, via NSA Social Care website only (excepting those who request alternative format).

Stage 2

Complete first round of clearance against agreed eligibility criteria.

Stage 3

Short-list a minimum of 70 applicants who will be invited to an assessment day.

Stage 4

Notify unsuccessful applicants and handle any queries or questions on such.

Ongoing

Continue engagement with unsuccessful applicants including those invited for assessment but subsequently unsuccessful.

PART 2 (Stages 5 & 6)

We will be inviting those successful to shortlist to attend an assessment day to be held, most likely, in London. Individual assessment days will see 10 candidates undertake a mix of group exercises, individual interviews and individual exercises. We anticipate holding 7 separate assessment days during May/June 2010.

Stage 5

In liaison with NSA Social Care, planning and general assistance for up to 7 candidate assessment days.

Stage 6

Facilitation of sessions for up to 5 candidates to include a group exercise. It is anticipated that exercises will be recorded to assist in the selection process.

PART 3 (Stages 7 & 8)

Stage 7

Undertake skill and/ or psychometric tests for shortlisted candidates (subject to further discussion and agreement) to confirm suitability for the roles/placements and according to recruitment timetable.

Stage 8

On agreement and inclusion of testing (see Stage 4), full reporting and candidate feedback sessions to cover any test results as may be provided. (Feedback sessions can take place during assessment day if practical)

The consultancy/consultancies

Any consultancy wishing to undertake this work should have significant experience and a proven track record in graduate recruitment and ideally will be familiar with the adult social care sector and the challenges faced within the sector.

Applicants for this work should send an outline project plan and a quote for expected costs to Janet.powell@nsasocialcare.co.uk by 15th March 2010.