



## **Job Advertisement: Business Engagement Officers.**

**Job Title:** **Business Engagement Officer** – Entrepreneurial Empowerment Pathways Hub.

**Duration:** Fixed Term (December 2024 – March 2025)

**Working Hours:** 25 hours, £15 per hour, (working days will be varied to suit the project needs).

**Location:** Glasgow, Scotland.

**Application Deadline:** 24/11/2024.

### **About Us**

Together Reaching Higher (TRH) is dedicated to empowering diverse individuals and communities by fostering skill development, entrepreneurship, and social inclusion.

**TRH-VISION:** Create successful and inclusive communities that have the opportunities to reach their full potential.

### **TRH-Values**

- Leadership
- Diversity
- Confidence
- Financial independence

### **TRH-Mission**

- Empower individuals, families, and marginalised groups.
- Implement innovative projects and initiatives.
- Promote well-being, education, social integration, and economic empowerment.

The Entrepreneurial Empowerment Pathways Hub, is a dedicated initiative aimed at empowering ethnic minority communities to thrive in the entrepreneurial ecosystem. We support individuals and startups by providing tailored mentorship, resources, and programs designed to help businesses succeed at every stage from inception to growth and advanced development.

### **About the Role**

As a Business Engagement Officer, you will play a vital role in supporting entrepreneurs at all stages of their business journey. Whether they are taking their first steps or advancing toward scaling and sustainability, you will offer strategic guidance and practical support. This role combines community engagement, business mentorship, and program delivery to create an inclusive and thriving entrepreneurial environment. The Business Engagement Officer will directly report to the Entrepreneurs Hub Manager.

## **Key Responsibilities**

### **Business Engagement and Support:**

- Provide comprehensive support to entrepreneurs at all stages of their business development, from early setup to advanced growth and expansion.
- Assist with ideation, validation, and market analysis during the early stages, guiding participants through the business registration process and legal compliance.
- Deliver tailored mentorship and one-to-one advisory sessions to help entrepreneurs overcome challenges and develop robust business strategies.
- Facilitate advanced development support, including scaling operations, accessing funding, and enhancing operational efficiency.
- Organise and deliver workshops, networking events, and training programs to strengthen participants' entrepreneurial knowledge and skills.

### **Community Engagement:**

- Collaborate with the team to actively engage ethnic minority communities and ensure the Hub's resources are accessible to all.
- Conduct outreach to isolated and hard-to-reach groups, raising awareness of entrepreneurial opportunities and fostering participation.
- Partner with community leaders and organisations to understand the needs and challenges faced by aspiring entrepreneurs and co-create solutions.

### **Partnership Development:**

- Build relationships with stakeholders, including local organisations, policymakers, and business networks, to strengthen the Hub's ecosystem.
- Collaborate with funding bodies, accelerators, and resource providers to support participants' business growth.
- Advocate for inclusive entrepreneurship practices that address barriers faced by minority communities.

### **Program Coordination and Delivery:**

- Support the planning and execution of enterprise-focused programs and initiatives, ensuring they are effective and impactful.
- Guide entrepreneurs through pilot studies and help refine their business models for success.
- Provide access to tailored resources, including mentorship, training, and industry-specific tools, to support participants' business journeys.

### **Monitoring and Reporting:**

- Track participant progress and program outcomes, ensuring effective support throughout the entrepreneurial journey.
- Collect feedback from participants to evaluate the impact of initiatives and identify areas for improvement.
- Contribute to reporting and data analysis to inform future strategies and program enhancements.

## **Who We Are Looking For**

We are seeking dynamic individuals with:

- Proven experience in starting and supporting businesses at various stages, from early setup to advanced development.

- Strong knowledge of legal and governance registration requirements across sectors.
- Expertise in business advisory, mentoring, and enterprise support, including conducting one-to-one and group mentorship sessions.
- Experience in guiding entrepreneurs through pilot studies and helping refine business models.
- A passion for community engagement and an understanding of the challenges faced by ethnic minority entrepreneurs.
- Excellent interpersonal and communication skills, with the ability to work effectively with diverse stakeholders.
- Experience in program delivery, partnership development, and resource management.

### **What We Offer**

- The chance to empower entrepreneurs and make a meaningful impact in Scotland's entrepreneurial landscape.
- A supportive and collaborative work environment.
- Opportunities for professional growth and development.
- This role offers an opportunity to create meaningful, sustainable change while empowering communities and individuals to realise their entrepreneurial potential. Join **Together Reaching Higher** and be part of a transformative movement in Scotland!

### **How to Apply**

To apply, please send your CV and a cover letter detailing your suitability for the role to [TRH.cic@gmail.com](mailto:TRH.cic@gmail.com) by 24/11/2024 Please include "Business Engagement Officer Application" in the subject line.

**Interviews:** Shortlisted candidates will be invited for an interview on 25 & 26/11/2024.

Join us in empowering communities and creating lasting change!