**Employer Advisory Boards: Implementation plan**

**Faculty: SBS**

**Dept.: Management**

**Subject Area: International Business, Languages, Marketing, Organisational Behaviour and Human Resources, Strategic Management and Change**

***Course (S): All DoM***

**EAB Lead:** Dr Alexandra Anderson

**Please identify below which category your EAB is operating within for 2019-2020: 1, 2 or 3**

1. Starting from scratch (Need to start now) Yes | NO
2. Have EAB but weak HSE outcomes (It’s time to change) Yes | NO
3. Have an established EAB and good HSE (Need to review) Yes | NO

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| **Category** | https://media-public.canva.com/MADBydlVqEM/2/thumbnail_large.png**Starting from scratch**  **(Need to start now)** | https://media-public.canva.com/MADByeJr70A/2/thumbnail_large.png**Have EAB but weak HSE outcomes**  **(It’s time to change)** | **Have an established EAB and good HSE (Need to review)**https://media-public.canva.com/MADByRQmsGg/2/thumbnail_large.png |
| **Next steps** | - Need an employer board in next academic year  - Templates and training (June/July) to save you time – but NOT there to dictate  - Use timeline to work out what you need to do NOW  - Attend existing successful board to observe and learn  - Better to do one well in March 2020 than doing it badly in Sep  - Choose employer ‘friendly’ staff to lead/chair groups  - Keep it simple | - You need a plan  - Refocus current EAB on HSE or create a complementary one focussed on HSE  - Use templates, tips and training (June/July) to help you do this quickly and think differently  - Focus on group membership mix, actual employers and employment destinations of your students, agenda items linked to employment and employability | - Opportune time to reflect, refresh, review, critique  - Look at your membership mix, tenure, sector and diversity representation  - Can you leverage these boards more for brand advocacy, research, knowledge transfer, student recruitment or more?  - Are they lively, engaging and memorable?  - Tips and best practice ideas can help |

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| **Actions** - e.g. proposed date(s), membership, ambitions, impact, membership, application to wider activity, agenda items, Communications, etc. | **Timescale** | **Owner(s)** |

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| Establish protocols as a strategic board to support ‘transforming lives’   * The role of the Board will be as ‘strategic advisor’ supporting the Department in line with the redeveloped Pillar Board. * Meeting dates – biannual scheduled against key strategic dates i.e. accreditation, SHU professional conferences, industry events, HSE initiatives. * Clarify level of engagement * Agenda to tie into DoM KPIs * Present at DoM Management Board | February 2020  March 2020 | Alexandra Anderson |
| DoM already has in place an established programme of activity with its Entrepreneurs in Residence and Executives in Residence who support a range of activity including curriculum development, delivery on programmes and mentoring. Members for the Advisory Board, in the first instance will be identified from DoM Executives in Residence and Entrepreneurs in Residence (Entre). The Board membership will be diverse, including newer and longstanding EiR and Entre, as well as SMEs. | April 2020 | Alexandra Anderson |
| Identify schedule for 2020/2021   * HSE strategic implementation and review * Include in new course proposals (pitch days) * Accreditation support - Small Business Charter, EPAS, AACSB * SME Strategic Plan Implementation – CPD programme, CABS Small Business Leadership Programme, Scale Up (SCR) and 360, SIP, HDA * Enterprise and innovation – cross disciplinary activity | May 2020 | Alexandra Anderson and HoD |
| Establish effective administrative support to support Executives in Residence, Entre and Advisory Board. Documentation for membership and roles to follow SBS Advisory Board. A central location and ‘ownership’ of contacts is needed and ideally should feed into the SHU CRM system. Profiles required for internal and external comms. Management of expectations and maintenance of communication is vital for the success of the Entre, EiR and the Board. | April 2020 | Katie Woodley Marshall (may change due to restructure) |

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To be completed and submitted to Esther Kent [E.L.Kent@shu.ac.uk](mailto:E.L.Kent@shu.ac.uk) for each department by 20th September 2019.