

**Job Title:** Diversity & Inclusion Manager, Early Careers  
**Location:** Sky Offices (Osterley)  
**Business Area:** GRS



### About GTI

We aim to help students realise their potential in the world of work through technology, content and tools. That's not an easy thing.

We believe in understanding students and partnering with employers, universities, schools and other technology providers.

It's about students finding the right role and employers finding the most suitable candidates. But its more than that – it's about helping young people discover options, develop and build confidence.

### Mission

- Act as the D&I expert for the Early Careers Team at Sky
- Partner with Skys internal diversity steering groups and link the D&I strategy and objectives with Early Careers hiring as well as connecting internal diversity networks and linking up their strategies and priorities
- Partner with the Early Talent Team on diverse hiring planning with the business
- Act as the business expert on D&I within early careers, keeping on top of market trends and competitor approaches

### Person Specification:

This role needs someone who can cover all aspects of Early Careers (attraction, selection and programme management), looking at ways to innovate, identifying and partnering with internal and external D&I experts and using data with confidence to educate and drive change.

### Talent Attraction and Engagement:

- Partner with the recruitment business partners on setting the D&I attraction strategy for each business area
- Manage Skys external early careers attraction and talent acquisition diversity specific partnerships and continually review these to ensure robust ROI
- Design, attend and facilitate specific diversity events and insights days/weeks

### Early Career Programmes:

- Lead on and deliver diversity focused early career talent programmes, such as our newly launched Content Academy, covering end to end recruitment to programme management
- Partner the Attraction manger on the apprenticeship programme strategy, looking at ways to increase representation across our programmes

### Additional responsibilities:

- Work with the Recruitment Business Partners to design, implement, track and report ROI of various diversity initiatives
- Continually review the effectiveness of the early career programs against D&I objectives
- Produce regular and adhoc data packs showing the impact of D&I work

### Work Experience, Knowledge & Skills

- Deep experience ideally within early careers and/or campus talent acquisition
- Experience of delivering early career talent programmes
- Experience of program managing early career talent
- Successfully delivered diverse recruitment strategies and activities
- Experience of developing and managing external D&I partner relationships

### Other Information

- Permanent role – 37.5 hours per week between Monday to Friday 9.00 – 5.30pm
- 3-month probationary period
- Benefits package: 5% Contributory Pension, initial 25 day's holiday, enhanced maternity/paternity policies, life assurance scheme

Please send your CV and covering letter to Alexandra Inett, [Alexandra.inett@groupgti.com](mailto:Alexandra.inett@groupgti.com)