

UPDATED FAQs on the UK Government's Kickstart Scheme, March 2021

There have been significant changes to the Kickstart Scheme and so we have updated these Frequently Asked Questions (FAQs) for museums considering the scheme.

Remember, if you are considering the Kickstart Scheme at your museum, keep in touch with South West Museum Development [through our get in touch form](#) to keep up to date with relevant skills and networking support available.

We have put together this set of about the Kickstart jobs scheme to help museums consider this opportunity.

If you decide to put your organisation forward to a Gateway, or if you are a volunteer led organisation and new to employing young people, get in touch with us through our email museum.development@bristol.gov.uk, using the subject line 'Kickstart' and your Museum's name.

For full information, visit the [Kickstart Scheme website](#) and the [Government Kickstart pages](#).

What is Kickstart?

A fully funded job placement scheme for young people aged 16-24 who are at risk of long term unemployment. The Scheme will run until June 2022.

What does 'fully-funded' mean?

The wages of a young person for 25 hours per week, for 6 months, at the age-relevant minimum wage, National Insurance and minimum auto enrolment pension costs will be funded by the Government.

In addition, employers will receive one payment of £1500 to support the placement set up and support costs. (Employers will need to spend this appropriately to support the job holder and their training and support needs.)

Employers no longer need to apply through a 'Gateway' or representative body, but may still choose to do so.

Employers that receive funding to employ someone will need to profile two months' costs of each job role, 'up front'; the Department of Work and Pensions will reimburse employers directly, including National Insurance and pension costs, at two month intervals, from month two of the placement, finishing in month six.

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What kinds of roles can become funded job placements?

Kickstart job placements must not be used to replace existing or planned vacancies or cause employees or contractors to lose employment. Job holders should not be expected to undertake extensive training to be able to carry out the role. The job role should provide opportunities for the holder to develop basic workplace skills such as team working, attendance and timekeeping.

The employer should support the job holder to develop a CV, look at next steps and progression routes and develop interview skills. To ensure as many young people as possible can benefit, once funding is secured and a role is created, it can be filled again, by another young person, once the first job holder has completed six months, though there is no requirement to host repeat placements.

How will young people apply for Kickstart jobs?

Local Job Centres will receive details of all available, funded Kickstart job roles from participating employers and/or Gateway organisations. Job Centre staff will select and refer young people who are on Universal Credit and at risk of long term unemployment to apply for Kickstart job opportunities. Employers will be able to select and recruit from these referrals.

The recruitment process must be within the age parameters of the Kickstart Scheme and otherwise in line with Equalities legislation. It is not fully clear whether employers can provide valid reasons for not employing young people in the 16-18 age bracket, for example for safeguarding reasons, or whether all roles must be open to young people across the full age range, 16 to 24. Gateway organisations are likely to offer to some support employers with recruitment.

I've heard you must host 30 job placements to apply for the funding?

This is no longer the case. From 3 February 2021, employers will be able to apply to the Kickstart Scheme without a minimum threshold of 30 jobs.

Applications for new gateways have closed – but businesses that wish to sign up with the support of an existing gateway will still be able to do so.

If I do want to apply through a Gateway, how can I find a Gateway?

The full current list of Gateways can be found on [the Government Kickstarter pages](#).

What is South West Museum Development doing to support museums to take part?

- Gathering a regional understanding of which museums in the South West have some interest in taking part, with what kinds of job roles they are looking to partner with.
- Through our network of local Museum Development Officers, supporting museums to link with Gateways to form partnerships.

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- Through advice, signposting and training, supporting museums towards good practice in entry level job roles, informed by national policy priorities including the [Character Matters report](#); Sector Skills Councils' strategy and local priorities as defined by local authorities' and Local Enterprise Partnerships' priorities.
- By working with partners and through provision of advice, signposting and training, supporting museums to provide a worthwhile employment experience for the young people with them through Kickstart.

Before you take the plunge and find a Gateway– some questions to ask:

- ***Have you read the full guidance?***

Find the guidance on the [Government Kickstarter website](#).

- ***Think strategically - what would a young person be employed to do with your organisation for six months?***
 - It needs to help you to deliver your business plan and your operation and be Covid secure.
 - It should be a role that doesn't require them to do a lot of training before they start.
 - It must to be a balanced job role that provides them with real, transferable workplace skills and the time to think about their next steps.
 - Think about how will you will supervise and support them and how the people doing this will be supported and upskilled if necessary.
- ***Check, does your constitution allow you to employ staff?***
- ***Check policies that affect your organisation as a workplace***
- ***Is the organisation ready and able to provide a positive, safe and supported job role and working environment?***

(Remember that you would receive funding to help you to buy equipment and training). What experience and skills can you draw on internally and through partner organisations to help you?

- ***What capacity and potential for 'stretch' is there, to ensure your team – at all levels – can provide a worthwhile job placement for a young person?***

If you are already an employer, your workforce may recently have undergone a lot of change. You also need to ensure that any role you create is a genuinely new role and does not result in loss of employment for employees or contractors.

Some Gateway options to consider:

- Your local authority – for example, Bristol City Council are able to support any business in the West of England but a predominantly focussing on the Bristol area. [Find out more information about Bristol City Council's offer here.](#)
- Your local college
- Community organisations and social enterprises, such as [Real Ideas Organisation](#) (South West-wide) and [Community First](#) (in Wiltshire)

The full current list of Gateways can be found on the [Government Kickstart pages](#).

But remember - volunteer-led museums that are new to employing staff who might be interested should use our [Get In Touch form](#) to find out how South West Museum Development can support you.

What can I do now?

- Look at your Business Plan; talk to colleagues!
- If you decide to put your organisation forward to a Gateway, let South West Museum Development know – email museum.development@bristol.gov.uk using the subject line Kickstart and your Museum's name.
- If you are a **volunteer-led organisation** and new to employing young people, contact us through the Get In Touch form [Get In Touch form](#), selecting Volunteering from the drop-down menu, as we have additional resources and funding to support you to do this well.

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