

RESETTLEMENT
Motoring Ahead in your career. Most service personnel can drive and have had some sort of advanced driver training. P14

ER

Winter 2013, £Free

E a s y R e s e t t l e m e n t magazine

...is proudly
sponsored by

forcesrecruiting
www.forcesrecruiting.com



RESETTLEMENT

FRAUD & ACCIDENT INVESTIGATION TRAINING

RMH has been a training investigator since 1992

RESETTLEMENT

BE YOUR OWN BOSS

For many leaving the service the temptation to be your own boss is tempting

RESETTLEMENT

XTHREE SURVEILLANCE PURVEYORS ON FACT

NEWS

THE WINNERS ARE...



RESETTLEMENT

There are many courses and qualifications in the fitness industry, but what do they really mean? P10

EDUCATION

Preparing for a new role in civilian life can be daunting but flexible learning provides a way to upskill and gain a smooth transition. P38

CHARITY

Firebrand Training provides the fastest route to professional certification in the fields of IT and project and process management. P16

ELC SCHEME

The MoD's Enhanced Learning Credits Scheme is an initiative to promote lifelong learning amongst members of the Armed Forces. P46

WE ARE ALSO ONLINE: WWW.EASYRESETTLEMENT.COM

HZL

Training Solutions

Building on Existing Skills

Raising your knowledge and performance
as a trainer and operator

Courses available:

Level 3 & Level 4 Award in Education & Training (QCF)

Level 3 Assessor Awards (QCF)

Level 4 Internal Quality Assurance Awards (QCF)

Level 3 Conflict Management Trainers Award (QCF)

Level 3 Physical Intervention Trainers Award (QCF)

Level 3 First Aid at Work (QCF)

Level 2 Outdoor First Aid (QCF)

Level 2 & Level 3 Confined Space Training (QCF)

For further information

T: 0800 7765 495

F: 0845 6601 992

E: info@hzlgroup.com

W: www.hzlgroup.com



City & Guilds
Accredited

APPROVED BY MoD
IN SUPPORT OF
THE ELC SCHEME
ELC
PROVIDER NUMBER
1527



A preferred supplier to the
career transition partnership
The Ministry of Defence working with Right Management*



QA
QUALSAFE AWARDS
REGISTERED CENTRE
Centre No. 0904600



forces recruiting
for your future...

WWW.FORCESRECRUITING.COM

**Need a Job?
Looking for training?**

Leaving the armed forces?

Forces Recruiting Ltd are producing the first comprehensive guide on forces recruitment and training opportunities on DVD. The DVD will be sent out free to ALL service leavers from within the Army, Navy and RAF. Unlike magazines where all the adverts appear the same, the DVD and website that accompanies it offer a much more insightful look at the companies offering to train or employ you. Companies are invited to showcase their premises, classrooms, workshops and trainers by appearing on the DVD. This will also show testimonials from people who have actually been on the course.

Copyright: tankist276

CAREERMASTER 4 MILITARY

**NEED HELP WRITING YOUR CV?
BE THE BEST!**

In today's competitive jobs market, there will be many, many people, just like you, applying for the same position. To stand a chance of securing an interview, your CV must stand out from the crowd and make an immediate impact.

If you want to stand out from the rest and be the best, a professionally written CV is a vital tool in your armoury.

Our expertise will help you by translating your military skills, strengths and achievements into civilian terms and give you a fighting chance to nail those interviews!

Call TODAY on 07715 302312
E: Mail MyCV@CareerMaster-CVs.co.uk
Or visit our website
www.CareerMaster4Military.co.uk

**Special
Offer
Prices
from just
£99**

**FREE
CV
REVIEWS**



www.CareerMaster4Military.co.uk

"Career Master 4 Military looked at typical roles I would be applying for and tailored my CV to suit these needs, with expertly written, creative and diligent writing. I now have an excellent CV which has generated interest and also a well written cover letter. Value for Money?.... MOST CERTAINLY! Career Master 4 Military have achieved more in 1 week than the Career Transition Partnership (CTP) could in over two years. I would thoroughly recommend their services the instant you decide to leave the services into resettlement.... it will save you a lot of wasted time and effort". Stuart C. BA (Hons), 2013

CareerMaster4Military is here to help you successfully tackle today's competitive jobs market and get ahead of the competition – fast!

We'll help you to transform your transition and find your way easily through the job search maze with:

- **Career Coaching** – to help you decide on the right job for you.
- **Job Search Battle Plan** – putting together a plan of attack that works!
- **CVs, Cover Letters, LinkedIn Profiles** – marketing your skills.
- **Interview Skills** – giving you the confidence to nail those interviews!

We have just launched the **Personal Transition Tool-Kit and Executive Career Transition Programme**, receiving some excellent feedback from our clients.

Founder, Sian Richardson is a former military spouse with first hand experience of the challenges faced in military life. Sian also has extensive experience in the commercial civilian sector as a Recruitment Specialist and HR Manager.

We can help you because what we do works.

Contact us TODAY!
www.CareerMaster4Military.co.uk

Contents...

6 BE YOUR OWN BOSS

For many leaving the the temptation to be your own boss is tempting.

8 THE RIGHT TOOLS TO DO THE JOB

Jason Dowle gives his account after spending 23 years in the Royal Army Medical Corps to start a new career with Mac Tools.

10 WHAT DO QUALIFICATIONS IN THE FITNESS INDUSTRY REALLY MEAN

There many courses and qualifications in the fitness industry that will further your knowledge and enable you to become a highly skilled fitness professional.

14 MOTORING AHEAD IN YOUR CAREER

With most personnel being able to drive and having some sort of advanced training a driving instructor becomes an obvious choice.

16 ACCELERATED TRAINING

Firebrand Training provides the fastest route to professional certification in the fields of IT and project process management.

20 TQ TECHNICAL & VOCATIONAL

Delivering quality resettlement training to equip you for life after military.

22 PHOENIX HEALTH & SAFETY

Providing health and safety course for people who have responsibility for managing health and safety.

24 EX RAF DUNCAN MACDONALD LANDS PERFECT JOB

Duncan Macdonald couldn't believe his luck with his resettlement process piloting an ROV.

28 AND THE WINNERS ARE...

Winners of the competition receive a share of £10,000 towards their training.

30 FRAUD & ACCIDENT INVESTIGATION TRAINING

RMH have over 100 years combined investigation knowledge.

32 XTHREE SURVEILLANCE PURVEYORS ON FACT

Simon Atkin took a leap of faith into the UK surveillance circuit and has not looked back since.

34 SECURE IN A NEW CAREER

HR Security specialises in a broad spectrum of security services from corporate organisations to local authorities.

38 FITTING STUDY AROUND YOU

Flexible learning provides a convenient way to gain a smooth transition.

32

XTHREE SURVEILLANCE PURVEYORS ON FACT

Simon Atkin took a leap of faith into the UK surveillance circuit and has not looked back since.



24

LANDS PERFECT JOB

Duncan Macdonald couldn't believe his luck with his resettlement process piloting an ROV as a fitness instructor?

42

CRITICAL SKILLS SHORTAGES

There are many opportunities for professional divers in and around the UK and overseas and supporting a range of industries.

30

FRAUD & ACCIDENT INVESTIGATION TRAINING



40 CRITICAL SKILLS SHORTAGES

There are many opportunities for professional divers in and around the UK and overseas and supporting a range of industries.

44 COURSES TO SUIT YOU

There has probably never been a better time to earn a very substantial living as a tradesman.

46 ENHANCED LEARNING CREDIT SCHEME

The MoD's Enhanced Learning Credits Scheme (ELC) is an initiative to promote lifelong learning amongst members of the Armed Forces.



COVER IMAGE CREDIT

Anton Balazh / Shutterstock.com

EDITORIAL

EDITOR:

Col Martin Newman

E: editor@easyresettlement.co.uk

CONTRIBUTORS:

Chris Davis, Major Frank Quigley, Geoff Whittle & Michael Taylor

DESIGN & PUBLISHERS

DESIGNER:

Chris Keller

E: chris@lancepublishing.co.uk

T: 01536 521 126

PUBLISHER:

Lance Publishing Ltd
1st Floor, Tailby House, Bath
Road, Kettering NN16 8NL

ADVERTISING

SENIOR SALES EXECUTIVE:

James Atkins

E: james@easyresettlement.co.uk

T: 01536 512 624

SALES EXECUTIVES:

Ruth Fidler

E: ruth@easyresettlement.co.uk

T: 01536 512 624

Jo Marchant

E: jo@lancepublishing.co.uk

T: 01536 526 674

PRINTING

PRINTER:

Unit 3, Houghton Hill
Industries, Houghton Hill
Farm, Houghton, Huntingdon,
Cambridgeshire, PE28 2DH

SUBSCRIPTIONS

For queries regarding
your subscription to Easy
Resettlement please contact:

E: [subscribe@](mailto:subscribe@easyresettlement.co.uk)

easyresettlement.co.uk

T: 01536 512 624

DISCLAIMER

This publication is copyright Lance Publishing Limited and may not be reproduced or transmitted in any form in whole or in part without prior written permission of Lance Publishing Limited. While every care has been taken during the preparation of this magazine, Lance Publishing Limited cannot be held responsible for accuracy of the information herein or for any consequence arising from it. Views Expressed in this publication are not necessarily those of Lance Publishing Limited or the editor.

Welcome...

Welcome to the Winter 2013 issue of ER Magazine.



This issue has been eagerly anticipated due to us announcing the winners of our £10,000 ELC personal contribution fees. We have contacted four of our twenty two winners asking them for more information on when they joined service, what their role has been whilst serving in the armed forces, any training that they have already undertaken, as well as their future training and employment aspirations. You can see if you are one of our lucky winners as we have named the remaining eighteen winners with the date that they subscribed to the magazine. Simply contact **james@easyresettlement.co.uk** who will be happy to discuss with you how to claim, we only need to know when you are looking to use your ELC funding and with who you wish to use it. In 2014 we will be helping even more service leavers by offering up to £100,000 of free training courses in various industries, working

with partner companies you will be able to win free courses in Aviation, Builder training, Close Protection, Driver training, IT, Locksmith training, Management, Maritime, Offshore industries and much more. find out more from our centre pages or by visiting the website **www.easyresettlement.co.uk**

We are keen to know from our readers what other information you would like to read about in 2014. It may be about particular areas of training or employment or about anything else to do with your resettlement process such as; housing entitlements, pensions, government schemes and initiatives or any other related topics.

We would like to hear from you about any resettlement events that you may have attended as we will be looking to work with an already established event, or indeed host our own to announce the winners of the £100,000 training that we are offering. The event will be held around September 2014 with service leavers being invited to attend for free, to leave their contact details with the training course provider whose course they would like to win. Our magazine is only possible through the support of our advertisers, we would like to request that when contacting them you are sure to mention (ER) Easy Resettlement magazine. We hope you find our features interesting and we already working hard on producing our Spring 2014 issue. ●

Col Martin Newman
Easy Resettlement

BE YOUR OWN BOSS

For many leaving the service the temptation to be your own boss is tempting. After years of following orders and instructions as a cog in a far bigger wheel, being master of your own destiny can be an attractive proposition.

But what can you do? How can you set up a business using the management and leadership skill gained during your years of service. And, importantly can you afford to finance your dream of self-employment.

The answer could be to start a franchise. There are hundreds of opportunities for you to do your own thing but under the banner of an established and tried and tested organisation. If this sounds attractive the first port of call should be the British Franchise Association (bfa).

One of the bfa's main roles is to help potential franchisees recognise the good franchises and the not-so-good, as well as to help businesses involved in franchising to secure their own position amongst the "good".

This work is not just a philanthropic exercise for reputable and responsible franchisors. It makes good commercial sense. The ability of franchisees to attract potential franchisees to invest in their systems depends crucially on their own reputation, and on the reputation of franchising in general.

It was for these reasons that in 1977 the major franchise companies in the

UK decided to set up their own association. The British Franchise Association was formed to act in the interests of the industry as a whole in assessing and accrediting franchising companies as those which meet its criteria for the structure of the franchise business, the terms of the contract

between franchisor and franchisee, the testing of the system and its success as a franchise.

Franchisors and professional advisors to the UK franchise industry wishing to be accredited must put themselves forward to the bfa to be tested against its strict and extensive criteria.

Only if they successfully pass accreditation are they then able to join the bfa as a member, gain access to the benefits of membership and become represented by the British Franchise Association.

If you are considering various franchise opportunities there are some key considerations that you need to bear in mind.

You need to take the time to understand franchising and appreciate where the opportunities and pitfalls are. This robust business model, fuelled by dedicated individuals, encompasses many different skills and backgrounds – opening up countless opportunities for people looking for a new start.

You first need to find out whether franchising is right for you before you start looking at the individual businesses.

You will then need to look at the businesses that franchise and see which franchise opportunity is suitable for you (if any). With hundreds of different brands, investment levels and business types. The bfa website will help get the information to take the right steps in franchising. It also provides a full list of its member companies who are offering franchises in a vast choice of business areas.



HOW DOES IT WORK?

The bfa offers the following definition. Business format franchising is the granting of a licence by one person (the franchisor) to another (the franchisee), which entitles the franchisee to trade as their own business under the brand of the franchisor, following a proven business model. The franchisee also receives a package, comprising all the elements necessary to establish a previously untrained person in the business and to run it with continual assistance on a predetermined basis (including a predetermined agreement length, with renewal options).

The principle is simple - some companies choose to grow, not by developing in the conventional way but, by granting a franchise licence to others to sell their product or service.

THERE ARE CLEAR ADVANTAGES TO THIS:

- You don't have to come up with a new idea - someone else has had it and tested it too!
- Larger, well-established franchise businesses will often have national advertising campaigns and a solid trading name
- Good franchise businesses will offer comprehensive training programmes in sales and, indeed, all business skills
- Good franchise businesses can also help secure funding for your investment as well as, for example, discounted bulk-purchases for outlets when you are in operation
- If customers are aware that you are running a franchise business, they will understand that you offer the best possible value for money and a consistent quality of service - although you run your 'own show,' you are part of a much larger organisation

WHO IS IN CONTROL?

Each franchise business outlet/unit is owned and operated by the franchisee. However, the franchisor retains control over the way in which products and services are marketed and sold, and controls the quality and standards of the business.

WHAT ARE THE COST IMPLICATIONS?

The franchisor will receive an initial fee from the franchisee, payable at the outset, together

If you are considering various franchise opportunities there are some key considerations that you need to bear in mind. You need to take the time to understand franchising and appreciate where the opportunities and pitfalls are.

with on-going management service fees - usually based on a percentage of annual turnover or mark-ups on supplies. In return, the franchisor has an obligation to support the franchise network, notably with training, product development, advertising, promotional activities and with a specialist range of management services.

The bfa also offers a range of educational franchising seminars. As the voice and self regulating body of the franchising industry, the British Franchise Association (bfa) is well placed to educate individuals and businesses alike about the opportunities that franchising, as a successful business model, can bring. The bfa offers a number of franchise seminars at a range of locations across the UK.

There are two key types of franchise seminars that the bfa operates.

The most relevant to the service leaver is the one for those looking to invest into a franchise opportunity 'to become a franchisee Seminar'. whichfranchise.com is currently supporting these seminars to help you find out if franchising is right for you. Go to the franchisee seminar page of the website to find out how you could get 1/3 off the cost of a seminar.

SOME OF THE KEY ASPECTS WHICH WILL BE ADDRESSED IN THE FRANCHISE SEMINARS INCLUDE:

- **The franchise agreement** - have you seen a proper, legally-drafted franchise agreement, do you realise its size and why it is

weighted in favour of the franchisor? And why this gives the franchisee more security

- **Funding** - which banks have specific franchise departments and what are the benefits of dealing with ones who do specialise in franchising. Many banks do not have dedicated franchise teams which means that they don't fully understand the intricacies and idiosyncrasies of franchising
- **The time and financial commitments** - which will undoubtedly be necessary in order to ensure the success of the business
- **The advantages and disadvantages of franchising** - what you really need to know in a plain and objective manner

The franchising industry has grown significantly over the past 30 years and the bfa's role remains to ensure that it retains its ethical approach, commitment to best practice and robustness - even in the toughest of economic climates. As part of the association's educational role, it runs these franchise seminars to provide information and advice to businesses wanting to franchise or people considering joining a franchise. The bfa's main goal is to protect and strengthen the franchising industry in the UK, so it is just as important to help you decide whether franchising is right for you as it is to help you realise if it isn't.

The bfa also provides a national network of professional advisors to help prospects on their way. These are listed on the website.

The range of franchises available is endless; from animal boarding and automotive supplies and repairs to letting agencies, hotels, restaurants and fast food outlets and much more.

There are also a number of magazines that can help you, such as Business Franchise, the Franchise Magazine, What Franchise, Franchise World and **whichfranchise.com**.

For further information on franchising you can contact the bfa on **01235 820 470** or visit **www.thebfa.org**.



THE **RIGHT** TOOLS TO DO THE JOB

Jason Dowle had spent 23 years in the Royal Army Medical Corps working his way up the chain of command to Warrant Officer Class One Regimental Sergeant Major, so starting a new career with Mac Tools in July 2011 was quite a change of scenery.



His keen interest in motorcycle racing meant that Jason had always been aware of the leading tool manufacturers, so when he also learnt that they offered franchises, it offered an ideal opportunity to put his tool knowledge into practice.

"I had known for a while that I wanted to work for myself or work within sales, but I wasn't sure about the direction I wanted to take. After leaving the Army and spending some time lecturing and designing course programmes with another company, it then took me about four months to make the decision to sign-up with Mac Tools.

"Thankfully my family were behind me all the way – this is a factor I would strongly recommend everyone to consider when buying a franchise. I knew there was going to be a lot of work involved on my part, but I also needed to be happy that the effort wouldn't impact on my family in a negative way, especially after spending so much of my life away from them already.

"It was also much easier to get bank funding for a franchise than creating a business from



scratch – there is often less risk involved which strengthens the business plan you present. Likewise, I had the added security of having a large company brand behind me that was already well-renowned in the industry."

Mac Tools is part of Stanley Black & Decker, a £7+ billion global organisation employing over 30,000 people worldwide and owner of the world famous

brands such as DeWalt, Facom and Britool Expert. Over the last three years Mac Tools have achieved 25% year-on-year growth in what is considered to be a flat market.

"This new career is very, very different to what I have been used to before and a completely new challenge in its own way. However, I am feeling really confident about running my own business because the Army teaches you how to think

dynamically and deal quickly and effectively with problems as and when they occur.

"I would recommend that someone with an interest in starting their first franchise should talk to at least two existing franchisees, preferably someone who has just recently started and someone who has been in the business for a long time. Make sure this is what you want to do and that you are prepared for the work that you will have to put in to make it a success.

"I'm enjoying the fact that I only really work a five day week. This means that I am able to spend much more time with my family. Although I often miss the action and adventure I had in the Army, the response from the local motor trade has been terrific and I'm kept really busy raising awareness of Mac Tools. It's definitely an encouraging start." ●

To find out how you can make the most of your military background call Mac Tools on: **08450 600060** or Email: **franchise@mactools.co.uk**



08450 6000 60

Be Your Own Boss With a Mac Tools Franchise!

- ✓ Part of £7 billion global organisation Stanley Black & Decker
- ✓ The strength of world famous brands like Facom, Britool Expert & DeWalt
- ✓ Opportunity to earn £50k - £75k a year
- ✓ Be your own boss in a market worth £150 million
- ✓ Professionally-equipped van stocked with some of our 18,000 strong product line
- ✓ No ongoing royalties so you keep 100% of your profits
- ✓ Head office support & a comprehensive training programme
- ✓ **We now offer two options to finance your Mac Tools franchise:**
 - With £15k liquid capital & a £35k bank loan you receive our highest trading terms
 - With £3,750 liquid capital & a £8,750 bank loan you will receive our lower trading terms.

"I had just finished a 22 year career in the Army and I was looking for a challenging career for another 22 years. Now it's real and I am out on the road at the start of something new and exciting."

Andy Flynn, Darlington Franchisee
Previous Role - Army Vehicle Mechanic



POTENTIAL TO EARN OVER
£75,000 pa
with our new low investment level



Twitter: **@Mac_Tools_UK**
Facebook: **f Mac Tools UK**

www.mactools.co.uk
franchise@mactools.co.uk

GREAT TO WORK WITH



WHAT DO QUALIFICATIONS IN THE FITNESS INDUSTRY REALLY MEAN?

There are many courses and qualifications in the fitness industry that will further your knowledge and enable you to become a highly skilled fitness professional.

BUT WHAT DOES IT ALL REALLY MEAN?

People talk about being qualified in many different things but what does it mean they can do? What does the qualification allow someone to do and where will it lead them? What are the best pathways through the industry? We hear these questions time and time again and hope to dispel some

of the confusion surrounding them within this article.

Let's start at the beginning with the Level 2 qualification Gym/Fitness Instructor as this is your first step to entering the fitness industry. This qualification will allow you to work in a typical gym environment maintaining equipment, introducing new members to the gym floor and carrying out inductions to get them

started. You could also be required to teach classes if you have the relevant qualifications. Level 2 Gym instructors will always be employed by clubs and be paid a wage. There is no freelance work involved.

The Level 3 personal trainer qualification is your next step and completing this can open up many different routes for you to pursue. You can be employed by a gym or work self employed in a gym or outside. Both of these options have advantages and disadvantages and it is sensible to go through each of them before making a decision. Below are a few points on each choice.

EMPLOYED BY A GYM:

- Access to roughly 5000 members (depending on club size)
- You can usually have gym hours if you wish
- You will earn a wage and carry out personal training sessions on top of these which you will split earnings with the gym. It is sometimes a 50/50 split however it depends on the gym
- You are responsible for finding your own clients and marketing yourself. Clubs will try to help but ultimately it is down to you

- You will get holidays and sick pay
- Will usually have a certain amount of hours to work per month
- You will be sent on various courses to further your learning (club depending)

FREELANCE PERSONAL TRAINER:

- Run your own business and work your own hours
- Possible access to gym members. Some clubs allow personal trainers to carry out gym inductions
- If you freelance in a gym you can charge what you wish for personal training and the money is yours
- You will pay a gym rent per month which varies club to club and by location. For example London rent will be more than Birmingham rent
- You are responsible for your own taxes
- You will be responsible for driving your own clients and marketing yourself. Clubs will try to help but ultimately it is down to you

- There is the possibility to earn more money as you will keep any money you earn over the amount of your gym rent

There are many routes from personal training you can go down, below are some of the courses you can complete that further assist in developing your career.

LEVEL 3 GP AND EXERCISE REFERRAL

This qualification greater enables you to work with special populations in the fitness industry. This will allow you to train people who have injuries or certain illnesses such as osteoporosis, Alzheimer's or mental illnesses and have been referred to you by a doctor. This qualification will allow you to set up referral schemes with doctors and GP surgeries where they will refer patients to you. GP and Exercise referral is also the pre-requisite for all level 4 courses.

LEVEL 4 LOWER BACK PAIN

This will allow you to work with people with particular back pain problems where

you can set up similar schemes to the GP Referral scheme.

LEVEL 4 OBESITY AND DIABETES

This course allows you to work with overweight or obese clients and understand the impact obesity has on exercise and daily life. These clients can either be referred from the doctor or already be members of the club and want to lose weight.

If you achieve level 4 status through one of these qualifications then you will be one of the few people in the industry that has achieved this status. The level 4 courses take a lot of time and hard work but they are achievable by anyone who is willing to work hard and is passionate about the industry.

CONTINUED PROFESSIONAL DEVELOPMENT (CPD) COURSES

You may have heard people speak of CPD courses. CPD stands for continued professional development and are courses undertaken to continue developing your knowledge and keep you up to date with the industry. Typically these courses include Indoor cycling, Kettlebell



Training, Suspension Training, Mixed Martial arts and Circuit training. There are many more however, and they all provide you with extra tools to train clients. You can also teach classes in each area which is a great way to earn extra income and potentially pick up new clients.

WHICH PATH?

When it comes to choosing the right path to take it is a decision that only you can make and varies from trainer to trainer, what works for one person may not work for the next. The advice we would give is you need to find out what your own unique selling point is and use your strengths to your advantage.

The fitness industry is forever changing and the best information we can give is to build a solid base of qualifications that you are happy with and interests you, so when you do decide on a path you want to pursue, you can develop your career and business opportunities.

Discovery Learning also works in partnership with BMF in finding work. •

If you are interested in any of the above courses please contact us on: **0208 543 1017** or Email us on: **martina@discovery.uk.com** and we can answer any questions you may have. Our ELC number is 2993.

A CAREER IN PERSONAL TRAINING?



6 QUALIFY IN ONLY WEEKS!

CALL US: 0208 543 1017
EMAIL: info@discovery.uk.com
www.discovery.uk.com




Discovery Learning UK @PT_Courses




Personal Trainer Course Benefits

- 2 FREE CPD's with any PT course booking! (QUOTE ER)
- CYQ Recognised Qualification
- Professionally designed Web site (£49/year hosting)
- First month of professional insurance free
- We can help you find work upon graduating


Discovery
LEARNING











ELC
 Provider number
2543

First Point Photography





career transition partnership
with

www.firstpointphotography.co.uk Dorset 01202 419808

Train To Be A Wedding & Portrait Photographer

Great Earning Potential • Working For Yourself • Full or Part-Time

C&G Accredited Wedding & Portrait Photography Workshop Diploma

Level 3 Qualification - Approved for ELC Funding

First point photography is a successful working studio who specialise in wedding, portrait photography and vocational courses for the keen amateur to the improving professional, who are looking to develop their hobby into a career.

• Theory
• Photoshop
• Practical Shoots

Wedding - Studio - Funky Urban Portrait

Held in our two fully equipped working studios and out on location.

Bike Maintenance Training Centre

Fully Equipped Individual Workstations
Cycle Mechanic Wheelbuilding
and Frame Building Courses



NO PREVIOUS EXPERIENCE NECESSARY

downland cycles






Approved by MoD in support of the ELC Scheme

ELC
Provider number
4493

Level 3 Certified Professional Mechanic Courses

Tel: 01227 709756

E-mail julie@downlandcycles.co.uk

Website www.downlandcycles.co.uk

Downland Cycles Ltd, Training Centre, 2 Stone Cottages, Lynsore Bottom, Upper Hardres, Canterbury, Kent, CT4 6EG





UKSA

You'd be perfect...

You've got the skills, the attitude, the discipline.

We've got a choice of resettlement training courses, an unrivalled mentoring service and contacts within the growing maritime sector.

Exceptional Opportunities

Contact us today and launch your career at sea.
Visit uksacourses.org/forces1
email advice@uksa.org or call 01983 203034

UKSA is a registered charity, no. 299248
Patron: HRH The Princess Royal
ELC provider no. 1194

RVA Training Centre
Maritime & Coastguard Agency
MCA approved training provider



CORPORATE RISK SYSTEMS
SAFETY HEALTH AND ENVIRONMENT

Health & Safety Training Courses

Our tutors are Chartered Members of IOSH, committed to your success

CRS has more health and safety training locations than any other ELC UK provider, with a proven track record of success. Special packages available to make the most of your ELC and Resettlement allowances tailor made to ensure you get best value for money.

Our courses are eligible for funding via the ELC Scheme

NVQ Level 5	Diploma in Occupational Health & Safety
MIEMA	Incorp Associate Certificate in Environmental Management
NEBOSH	National General Certificate in Occupational Health & Safety
NEBOSH	National Certificate in Fire Safety & Risk Management
NEBOSH	National Certificate in Construction Health & Safety
NEBOSH	National Certificate in Environmental Management
IOSH	Managing Safely
SHE Auditing	Management Systems

NEBOSH first time Pass rates of 94%

Our Venues: Birmingham, Durham, Reading, Burton upon Trent, Heathrow London, Southampton, Bristol, Manchester, York, Colchester, Milton Keynes, Edinburgh.

All of our NEBOSH Courses come with the CRS "Sure Pass Promise". If, for any reason, you do not pass first time, you can attend further courses with twelve months FREE OF CHARGE until you do pass. (All you have to pay is your NEBOSH exam fees).



For further information please contact Ros Stacey on:
01283 509175 | 07968 483615 | mod@crsrisk.com | www.crsrisk.com

Success for former Officer with ChipsAway!

Former RAF Engineering Officer, Paul Fabian, joined the UK's leading minor automotive paintwork repair franchise, ChipsAway, in 1999 having decided he wanted to work for himself after taking voluntary redundancy. Initially running a man-and-van operation, Paul has since seen his business boom, and today operates two fixed CarCare Centres as well as a mobile unit, employing six staff.

My best year yet! Paul Fabian - Franchisee

"I like being my own boss and having the freedom to decide which way I want to take the business without it adversely affecting my family/social time. If I want to take eight or ten weeks holiday in a year, I can, while the business carries on without me. What's more, if I want to earn more, I can set my own targets and work to achieve them, rather than waiting for someone to promote me. I earn at least five to six times more than I did in the RAF – even allowing for indexation – and my ChipsAway business keeps going from strength to strength!"



A lot can happen in a ChipsAway year



01 JAN 2014
FirstWeek £1,000*

- Training Course complete
- Fully equipped mobile workshop
- Successfully launched
- Repair leads provided by website and UK based Call Centre



01 JAN 2015
FirstYear £80,000*

- Rewards are unlimited
- Excellent earnings
- Great lifestyle
- You are in control
- Total job satisfaction

Potential to earn over £80,000pa*

Established nearly 20 years, ChipsAway is the UK's leading automotive paintwork repair franchise, offering you an unrivalled opportunity to be your own boss!

- Regular national advertising including TV
- Huge untapped marketplace
- Full training and ongoing support
- £25m worth of repair leads to the network in 2013

Call now for more information
0800 980 5951

Franchise investment £29,995+VAT, funding is available.
Note: minimum £15k personal investment is required. *Based on existing franchisees

ChipsAway
www.chipsaway.co.uk

bfa **AS SEEN ON TV**
ITV1 **ALLIARDS**
Approved Centre



Clearway School of Motoring based in Stockton has worked hard to become a registered trainer for the MoD under the ELC (Enhanced Learning Credit) scheme and is recognised by the Careers Transition Partnership. This allows serving personnel and service leavers who have been out of the forces for less than ten years, to have a portion of your fees paid for by the MoD.

The company has two types of courses available that are ideally suited to service leavers. The first is a standard course which will take you about four to six months depending on the individual's availability for training. Clearway will train around your requirements during this period to help you achieve your goal of becoming a driving instructor.

The second course on offer is a fast track course which is

"Our aim is to ensure that the training we give is the highest you can receive. We do this through registration with the DSA (Driving Standards Agency) and being on the Official Register of Driving Instructor Trainers (ORDIT). This tells you that we have to train at a standard the DSA will accept, they ensure this by doing regular checks and inspections on our methods and standards of training."

"When you have qualified we offer you a guaranteed job as an Instructor in Clearway School of Motoring. You do not have to accept this position as there are more options available such as starting your own school straight away. Most Instructors however work with us for a period of time to gain experience before going off and starting their own school."

In addition to teaching to DSA standards, Clearway also meets all the requirements demanded by the MoD.

Becoming a Driving Instructor could be one of the most satisfying things you ever do. As well as earning up to £36,000 a year gross, you will also have the flexibility to choose the hours you work.

It gives you the opportunity to run your own business and to regulate your life as you wish. Driving Instructors can earn

spread over a five week period. This consists of three weeks training with a two week gap in between. The latter is ideal for serving personnel and those that are out of work with time on their hands. The course fees are the same for both courses.

At the end of the course and upon qualification a guaranteed job will be available for you in Clearway School of Motoring as an Instructor.

The Managing Director and former ex REME Staff Sgt. said:

MOTORING AHEAD IN YOUR CAREER

Most service personnel can drive and have had some sort of advanced driver training. Add this to the transferable leadership and instructing skills gained during service and clearly a career as a driving instructor becomes an obvious choice.



a good income depending on how much they charge and how many lessons they give. Average lesson prices vary between £18 to £21. This depends on the area you work in, as lessons in the North are normally cheaper than in the South. There are no restrictions on how many hours a week you work apart from those you put upon yourself.

To qualify for a job with Clearway all you have to do is pass your Theory Test and your Practical Driving Test. Course fees obviously apply for driving instructor training but no qualifications are needed. In addition, you must have held a full manual licence for more than four years, and be able to read a licence plate at 23.5mtrs. Use our dedicated business



plan for individuals, and your route to being a successful driving Instructor can be a simple one.

Franchises with Clearway provide an inclusive package comprising liveried vehicle with replacements in the event of breakdown, vehicle insurance and maintenance, marketing support, supply of pupils, and

ongoing career development training. Additionally, Clearway provides advice on setting up your own school, use of the Clearway brand, corporate clothing and regular business meetings. Importantly, unlike some other schools, there is no tie in.

Clearway has been in existence now for 15 years,

has over 20 instructors, all of whom have come through the company's own training course and provides driving lessons throughout the North East of England and of course we are very proud to support the Armed Forces.

If you are considering becoming a Driving Instructor, contact Clearway head office in Stockton on **01642 608942** or visit our website **www.clearwaydrivingschool.co.uk**.

Clearway has been in existence for over 15 years. It started originally in a small rented office in Redcar Station, it then progressed and grew following our decision to rent a larger office on Queen Street in Redcar. Over the years we grew the Training Centre and the Driving School to the point where we have now over 20 instructors working for us, all of which came through our training course and qualified, we are probably still the largest trainer of Driving Instructors in the area. ●



clearway school of motoring

ELC
5563 career
transition
partnership

ELCAS DRIVER INSTRUCTOR Training in the North East

Coming out of the Armed Forces can be a stressful experience, so the earlier you look into some form of future training the easier it becomes as you have something to aim for.

Clearway has worked hard to become a registered trainer for the MoD under the ELC (enhanced learning credit) scheme; this allows serving personnel and service leavers, (those that have been out of the forces for less than ten years) to have a portion of your fees paid for by the MoD.

Your first port of call is to go to your Army Education Centre and speak to your individual Resettlement Officer, who will guide you through the system of choosing a training provider, be sure you pick one who has registration under the ELC system to ensure your funding is available to you.

Flexible Training Programmes

We have two types of courses available to you the first is a fast track course which is spread over a 5 week period which consists of 3 weeks training with a 2 week gap in between, this is ideal for serving personnel and those that are out of work with time on their hands.

Our second course is a standard course which will take you about 4 to 6 months depending on your availability for training, we will train around your requirements during this period to help you achieve your goal of becoming a driving instructor.

The course fees are the same for both courses. At the end of the course and upon qualification a guaranteed job will be available for you in Clearway Driving School as an Instructor.



For Driving Instructor Training Enquiries
call **01642 608942** or visit us at
www.clearwaydrivingschool.co.uk

ACCELERATED TRAINING

WITH FIREBRAND BRINGS FAST RESULTS

Firebrand Training provides the fastest route to professional certification in the fields of IT and project and process management. And according to Firebrand's Duncan Jenner, who is responsible for former service personnel, the courses are ideal for people with some experience and the self-discipline to cope with the intensive training.

With IT playing a major role in the armed forces today, there is an increasing interest in careers in this area among those leaving the services. He said: "We run some two day courses for those wanting to start from the beginning, and we can help them, but we are really interested in people who have working knowledge and experience in IT." The courses are indeed intense but they are designed

to qualify people in the shortest possible time. At Firebrand students will experience accelerated learning delivered by industry-experienced professionals.

"We have a whole range of courses but before we take anybody on, I consult with the individuals, review their experience and make sure that the course is right for them," he continued.

"Most service personnel come to us with a technical or IT background and skills and they have the right mind-set to cope with the rigorous accelerated

training which can be anything between two and 15 days."

Have you ever been on a course, where you spent only a few hours training each day, and it took weeks, or even months to complete? Not at Firebrand Training. Duncan Jenner explains:

"We aim to deliver courses in half the time of anyone else.

But what really makes Firebrand unique is that you will take your exams and achieve certification as part of the course. This is the ideal measurement of success. Firebrand has delivered accelerated

certification to thousands of students and will save you time, money and effort."

Firebrand Training offers best-of-breed courses accredited by all of the big names in the industry. The working day will generally last 12 hours, and courses run seven days a week - delivering the maximum amount of knowledge in the minimum amount of time. The company has successfully delivered accelerated certification to thousands of students who can take up to seven exams in 15 days.

Mark Breadner, a former WO2 in the Adjutant General's Corps used his ELCs to attend the CISSP course with Firebrand. He said: "The training was demanding with 12 hour daily sessions followed by private study and preparation. Firebrand provided the right knowledge and a high standard of training and direction.

"Thanks to Firebrand I walked into my first civilian job as an information security officer at NCG and got promoted rapidly to Director of Infrastructure and Business technology."

Nick Layt, spent 12 years in the RAF where he worked in information technology and communications and reached the rank of corporal. He took both Microsoft MCSA and MCITP certification courses with Firebrand and accredits them with helping him get his job. "The courses were tough but excellent," he said.

"I successfully completed all my exams after only eight days training. My military experience had prepared me



for the intensive nature of the Firebrand accelerated learning process which I would seriously recommend to any service leaver with a technical background."

Nick applied for his first job on completion of his course. He was successful at his first interview and was able to leave the service earlier than he had anticipated.

HOW ACCELERATED LEARNING WORKS

Firebrand Training is able to offer accelerated learning thanks to its original lecture, lab and review process:

LECTURE

Students will be in a learning environment where there are no time restrictions. The instructor will not be rushing away for lunch and no one is eager to catch the first train home. Appealing to both auditory and visual learners, instructors use demonstrations and real-world experience to keep the day interesting and engaging.

LAB

Many benefit from this form of kinaesthetic learning. In Firebrand's state-of-the-art labs you will be able to practice



what you learn. The labs are available 24 hours a day. This really is your chance to fully immerse yourself into the subject.

REVIEW

Take this opportunity to ask any questions and seek guidance from your instructor. With most training courses you will wait months before sitting the exam. Not at Firebrand Training.

Firebrand operates the largest exam centre in the country, and you sit your exams as part of the course. Instructor-led self-test systems ensure you will be fully prepared for the exam.

WHY FIREBRAND?

ELCs can be used for Firebrand Training which is the cheapest possible option. Accelerated learning means that you'll be

spending more time doing what you want to do.

Firebrand Training's accelerated learning provides a very attractive return on investment. An example of this is the Microsoft MCSA: Windows Server 2012 & MCSE: Server Infrastructure certification course - which takes only two weeks to complete. Elsewhere, this consists of five separate weeks of training, plus five exams would need to be scheduled later. This would take as long as two years to complete, because no one takes more than five weeks off work for continuous training. Imagine the earning potential or career progression opportunities that could pass by over this period.

Duncan Jenner concluded:

"At Firebrand we are passionate about our training, and we want to take you on this journey with us. Call a member of the Firebrand team, and find out which training experience is right for you." ●

For further information on Firebrand Training visit firebrand.to/easy-resettlement or you can telephone **0844 888 1673**

**Failure
is NOT an
option**

100,000s of IT roles remain unfilled. Get into this fast-moving industry now.

Use your ELCAS funding or resettlement allowance to get free or very low-cost training from Firebrand. Choose from more than 200 courses, including:

- Information Assurance
- Microsoft
- Cisco
- PRINCE2 and PMP

Visit: firebrand.to/easy-resettlement
Or call Duncan on 0844 888 1673

ELCAS Provider ID: 1444



The **fastest** way to learn



training in
tomorrow's
telecoms...



CALLING ALL SERVICES...

Telecoms investment is still growing and the industry needs skilled trained engineers, project engineers and project managers for on going roll out programmes.

These unique and exclusive 4th Generation telecoms courses that major on WiFi, WiMax and Long Term Evolution technologies will give you these sought after skills. This mix of higher education and vocational training will result in recognised academic qualifications. The courses are a mix of classroom delivery, practical assignments and design work. Through our industry partners we are able to provide job experience and work placements in a thriving and expanding job market.

These three exciting and innovative new courses for the Telecoms Industry are:

**Wireless & Radio Engineering • Advanced Wireless Technologies
Design & Implementation of 4th Generation Network**

"This course is accredited by the University of Wolverhampton. Participants who successfully complete the course will be awarded a Postgraduate Certificate in Wireless Communications. The University of Wolverhampton will offer individuals with credits or a Postgraduate Certificate the opportunity to continue onto Postgraduate Diplomas or Master's courses."



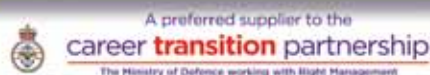
Discover how to unleash
your potential



**JOBS CREATED OR
SAFEGUARDED BY 4G**

For further information on course schedules & prices call FREEPHONE 0800 612 9193 or contact Richard Lee on 07814 678406 Email: info@ubi-tech.co.uk

or visit our website
www.ubi-tech.co.uk



UK TRADES TRAINING

PROVIDERS OF ACCREDITED PRACTICAL TRAINING COURSES



COURSES FOR FORCES

USE YOUR ELC AND RESETTLEMENT ALLOWANCES



LEVEL 3 FAST TRACK TRADE COURSES

Property Development
Self Employment
Wall & Floor Tiling
Plastering
Plumbing
Joinery/Kitchen Fitting
Painting & Decorating
Locksmith
Photography



Full details of **all our trades** can be found at:
www.uktradetraining.co.uk
0191 454 7733

A New Exciting Career Awaits You

Interested in a career in Telecoms and IT?

TNS Europe are market leaders in the provision of Fibre Optics, IT and Network Installation Courses.

We have Structured Resettlement packages to give you the Qualifications employers are looking for.

Courses include:

- City & Guilds 3667-02
- CompTIA A+
- CompTIA Network +
- Cisco

City & Guilds



TNS europe

01782 914001
www.tnseurope.co.uk



Push the start button to a new career!

"PPD's First Aid Trainers course was fantastic, informative and value for money; they made it easy to book using my ELCAS grant and I am now looking forward to get out and running my own courses. Thanks"
Army SSgt, Germany 2012

"The trainer was brilliant, made the course easy to understand and I now have qualifications to get a new career in training. I would highly recommend them to anyone leaving the service"
Army Capt, UK 2011

"PPD is an easy company to train with - they made the process simple and offered good value for money, highly recommend"
Army WO, UK 2011

PPD - ELCAS N^o.1385

pppd

Making sense of health & safety training

Train to be a First Aid Trainer & Assessor with PPD.

On successful completion of the course you will be able to deliver and assess Health & Safety Executive approved 'First Aid at Work' courses. Gain qualifications that enhance your employability or even start your own training business.

You have nothing to lose and everything to gain, so call us today...

+44 (0)1453 758475
www.ppdsafetytraining.co.uk



TQ Technical & Vocational

Delivering quality resettlement training to equip you for life after the military.

TQ Technical & Vocational is a leading training provider that designs and delivers hands-on accredited training to safety critical industries. We provide both an open programme of training courses and bespoke solutions to the public and commercial sectors, notably to the Utilities, Power Engineering, Renewable Energies, Rail infrastructure and Construction industries.

With accreditations from leading bodies including BPEC, City & Guilds, Gas Safe, NEBOSH and IOSH, and strong links with key employers, our experienced trainers deliver 'straight to work' qualifications that are directly relevant to today's working environment.

FORCES RESETTLEMENT TRAINING

TQ has successfully delivered resettlement training for the past 10 years, and is a key provider of training to military personnel throughout their professional careers.

We manage major long term education and training contracts including the Defence Sixth Form College at Welbeck, the Royal Engineers apprenticeships programmes and the Royal School of Military Engineering plant operator training.

As a longstanding CTP and ELCAS training provider, we fully understand the resettlement process and offer service personnel a full training lifecycle from military recruitment, through technical training to the transition into a new civilian career. Numerous ex-military personnel within the organisation have successfully completed the transition to a commercial environment and are available to advise and support your training requirements.

Martin Jenks' experience with TQ's resettlement programme:
"I attended

the Domestic Electrician Installer course at TQ in Corby during my resettlement time.

The course was well run by very knowledgeable instructors and covered everything you need to know about basic Domestic Electrics, with a little theory and plenty of practical.

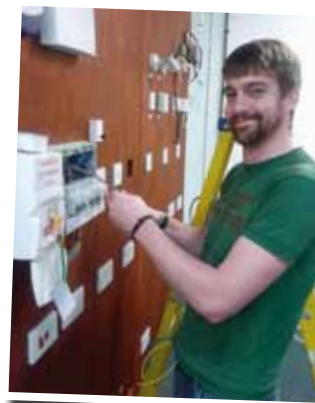
TQ staff were always willing to go the extra mile to help me and the centre itself has everything you need, from the tools required to the onsite canteen.

Once you pay for the course, everything is included, from the teaching, a useful tool kit, literature and all the exams.

I thoroughly enjoyed my training and would recommend it to anyone wanting to go down the resettlement route."

TQ offers quality training for safety critical environments at a competitive price within a set of outstanding training facilities and is committed to equipping you for life after the military.

Please call us on: **01536 351 315** or Email us at: **technical@tq.com** to start your resettlement journey today.



OUR DELIVERY SITES

- TQ Headquarters, the Pearson Academy of Vocational training in Corby, Northamptonshire
- State of the art facility set in 80,000 square feet of training space and over eight acres of land
- Includes extensive power engineering and renewable energy training equipment
- Conveniently located near local military establishments. Centrally located with good rail and road links to North and South
- TQ holds exclusive partnerships with local hotels, offering affordable accommodation during your training
- TQ's core railway training centres, at Clapham and the original British Rail training centre in Derby





**Technical
& Vocational**

Training for safety critical environments

Military Resettlement Training



TQ is a leading provider of power, health & safety, domestic gas, electricity, plumbing and renewable energy training and has successfully delivered resettlement training for the past 10 years.

With accreditations from leading bodies including BPEC, City & Guilds, Gas Safe, NEBOSH and IOSH, our experienced trainers deliver 'straight to work' qualifications that are directly relevant to today's working environment.

TQ is a CTP and ELCAS registered training provider and will take care of all of your training and accommodation requirements.

**Guaranteed
placements
available**

Contact us today on
technical@tq.com
or **01536 351315**
for exclusive prices

www.tq.com/technical



TQ Technical & Vocational
Pearson Academy of Vocational Training
Bangrave Road South, Corby NN17 1NN



ALWAYS LEARNING

PEARSON

Phoenix

health & safety



Phoenix health and safety provide health and safety training courses, accredited by IOSH, CIEH, NEBOSH and Construction skills, for people who have responsibility for managing health and safety.

We are so confident in our training team and methods that we offer a guaranteed pass on all IOSH, NEBOSH, and Construction skills courses. We have venues throughout

the UK offering a high standard of teaching with experienced tutors. As well as providing the courses in a classroom environment we also have most of our NEBOSH courses through distance learning. This is where we send you the materials and

you study in your own time. With no set time for completion for the courses, study can be flexible and worked around you.

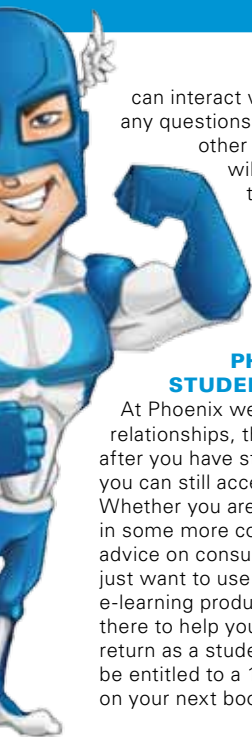
PHOENIX, ELCAS AND YOU
Phoenix is a provider of ELCAS (ref no 3518) we work hard to ensure

a smooth transfer from your current role to studying with us. At first point of contact we will advise you about the courses on offer, experience required and where this can lead and we will work with you to maximise your ELCAS funding. We can create a tailored package using more than one course to ensure your full award is used. We will then assist with the application process giving you the correct information, costs and wording needed to complete the form correctly. Being a student of Phoenix comes with great benefits – guaranteed pass – study support – access to our social media groups – live chats – latest technology for online/e-learning support and downloads – exceptional customer support and much more.

WHILE STUDYING WITH US

As a Phoenix student you will have constant support no matter which course you are doing. At our venues you will have face to face interaction with our tutors who can help you with additional materials, answer any questions or go through anything you are unsure of. If you choose our distance learning package you have access to our study support team who are there to answer any questions, this can be done by phone, email or SKYPE. If you are on Facebook you can join our group solely for Phoenix students who you





can interact with, voice any questions and answer other students. You will also have the benefit of knowing Phoenix offer a guaranteed pass.*

ELCAS/ PHOENIX STUDENTS

At Phoenix we believe in relationships, this is why after you have studied with us you can still access support. Whether you are interested in some more courses, advice on consultancy or just want to use some of our e-learning products we are there to help you. And if you return as a student you will be entitled to a 10% discount on your next booking.

REVISION E-LEARNING AND AUDIOBOOKS

Phoenix believe in offering up-to date services, latest technology and accessible study support. We offer a variety of NEBOSH e-learning revision modules for our accredited health and safety courses. The revision modules

are engaging and interactive, and are an ideal extra study/ revision method to ensure that students get the best possible results from their exams. Key features of the NEBOSH revision e-learning revision modules include:

- Easy to use menu system to navigate around the revision module
- Bite size revision materials – the entire course materials condensed into interactive summaries that can be viewed at anytime
- Labelled diagrams and pictures included to bring your revision to life. Plus much more

Phoenix Health and Safety have also developed audiobooks to assist with your studies. These are our entire course materials read aloud in audiobook format. No longer will your study time be limited to when you can sit down and read or sit in front of a computer. You will also get a lifetime of free updates so will never have to purchase the audiobook again, even when the syllabus changes. ●



To date we have helped hundreds of ex MoD staff from all sectors so contact us today for some more information **0845 500 8811** or go to www.phoenixhsc.co.uk and see what we can do for you. You can find us on Facebook/Twitter/LinkedIn.

*For terms and conditions please visit our website: www.phoenixhsc.co.uk.



Premier Providers of **NEBOSH** Courses

Phoenix 
health & safety

Phoenix Health & Safety are an approved Enhanced Learning Credits (ELC) provider of NEBOSH training courses. Courses are on offer at venues around the UK and beyond, or via distance learning. Innovative support methods include course materials in audiobook format, online revision modules and social media support groups. Courses available include:

- ☒ **NEBOSH National General Certificate**
- ☒ **NEBOSH National Construction Certificate**
- ☒ **NEBOSH National Fire Certificate**
- ☒ **NEBOSH National Diploma**
- ☒ **And many more...**

Contact us today for an informal discussion on how we can help with your training requirements.



www.phoenixhsc.co.uk 0845 500 8811

ticking all the right boxes 

Ex RAF Duncan Macdonald

LANDS PERFECT JOB PILOTING AN ROV ON SUNKEN SHIPWRECKS

Ex RAF Survival Equipment Fitter, Duncan Macdonald, couldn't believe his luck, when his resettlement process not only gave him valuable training in the use of a remotely operated vehicle (ROV) at MTCS Ltd, Windermere, but he was also fortunate to be offered a training placement at Ocean Force Management (OFM), Sheffield, where he was piloting an ROV to salvage copper and brass from sunken shipwrecks.



Senior Aircraftsman, Macdonald, left the RAF in February 2012 after a 12 year career as a Survival Equipment Fitter. His final posting was to the Army Air Corps centre of Aviation, at Middle Wallop in Hampshire, where he spent time in Brunei in preparation for a major jungle exercise. He also did a tour of duty in the Falklands working with Tornado F3 aircraft and in 2006 he was posted to RAF Coningsby with No 6 Squadron. Macdonald was presented with a Commendation by the station Commander at RAF Coningsby for meritorious service, due to faults being found in the parachute rigging lines during the maintenance of a Euro fighter Typhoon Emergency

Escape Parachute. As part of his resettlement process, Macdonald underwent 2 weeks training with Maritime Training & Competence Solutions (MTCS), which is based in Windermere, Cumbria.

MTCS Ltd is a fully accredited assessment and training centre providing a spectrum of operational, technical and supervisory training to the offshore industry. The majority of their courses focus on ROV's as used in the oil & gas, nuclear and renewables industry.

Commenting on his ROV training, Macdonald said: "MTCS is perfect for guys like me, who already have an engineering background, gained through my aviation career. They operate an informal class with small numbers and very helpful instructors."

There's a state-of-the-art ROV Simulator with a range of deepwater construction activities to gain hands-on experience, plus I was fortunate enough to be offered a practical training placement with Ocean Force Management, which was arranged through MTCS."

Tracy Llewelyn, Managing Director for Ocean Force Management, said: "Our projects allow candidates, such as Macdonald, to acquire field experience, while working with our equipment and systems. Various materials are recovered from the sea-bed with the use of an ROV, where objects are then returned to the surface for further investigation. The ROV tasks for the candidates are both broad and of a high technical nature that newly-trained individuals don't

I thoroughly enjoyed my practical training placement with OFM - it was just an amazing experience. Using the OFM ROV on board, we were able to locate shipwrecks via mapping with a multibeam sonar, and afterwards launched the ROV to investigate targets that would produce images via the ROV's HD camera.

Duncan Macdonald, Ex RAF

often have the opportunity to experience. We are delighted to confirm that Duncan Macdonald has now been offered a permanent place on our salvage team, as a direct result of his training with us."

Macdonald commented: "I thoroughly enjoyed my practical training placement with OFM - it was just an amazing experience. Using the OFM ROV on board, we were able to locate shipwrecks via mapping with a multibeam sonar, and afterwards launched

the ROV to investigate targets that would produce images via the ROV's HD camera.

"We found numerous metals from bronze and copper, which the ROV recovered by using the manipulator arms to feed a lifting strap around it before using the vessel's crane to raise it. I certainly believe the experience gained was second-to-none and the fact that both companies, OFM and MTCS - and the Royal Air Force enabled this all to happen was

a very positive side to the resettlement process for me." •

For further information and prices on ROV training, plus other course opportunities, please contact Richard Warburton, MTCS, Tel: +44 015394 48233 or Email: enquiries@mtcs.info

ROV Training

for a career in the offshore oil and gas, nuclear and renewable energy sectors



ROV Pilot/Technician Induction Course

Do you have a background in electrical, electronic, mechanical or hydraulic systems? If so, you could find a profitable career in the Remotely Operated Vehicle (ROV) Sector - a fast growing and rewarding field much in demand worldwide.



Maritime
Training &
Competence
Solutions

Our 10-day fast track Induction Course features both theoretical and practical training on all aspects of ROV operations, guidance with job applications together with ongoing assessment and feedback on performance offshore. This induction kickstarts a one year blended learning program that leads towards a Certificate of Competence at Pilot/Technician I.

+44 (0)15394 40201

www.rovtraining.org

£2580 (inc VAT)

Cost includes:

- 10 day Induction Course
- Distance learning programme to take you to PTI within 18 months work

Dates

2013

25 November - 6 December

2014

20 - 31 January

10 - 21 February

www.rovtraining.org/dates



career
transition
partnership



MTCS Ltd, Windermere Business Centre, Oldfield Court, Windermere, LA23 2HJ

Enhanced Learning Credit Provider #2033

Anvil Locksmiths Training Academy

All our courses are City & Guilds 7346 Level 3 and are ELC Funded
We offer the only Level 3 City & Guilds Locksmith Course in the World

- C&G Advanced Locksmiths Skills: Cylinder, Cam & level Locks - opening techniques
- Access Control, gain Entry & Installation
- Rapid & Convert methods of entry, bypass techniques use of alternative materials
- UPVC advanced opening techniques, upgrades and security solutions
- Key Cutting, Identification, Ordering and Selection
- Auto Locksmiths Courses: C&G Advanced Auto - All vehicles inc. high security, decoding, disassembling locks & key programming
- Individual business support and a 24 hour help line (we will support you every step of the way)
- Electrical Courses: Domestic Electrical Installer EAL Part P Qualification, 17th Edition BS 7671 C&G 2382- 10 Level 3 Portable Equipment Testing PAT C&G 2377 Level 3

Very proud winners of the Royal British Legion Friends of the Forces Regional Award
Anvil Locksmiths train our wounded servicemen and women from Headley Court free of charge

Mobile: 07977 799620

Email: anvillocksmiths@aol.com



The Level 3 Enhanced Locksmith College, Prospect House,
32 Bolton Road, Atherton, Manchester, M46 9JY



0800 458 5117



REASONS TO CHOOSE TRAIN LOCKSMITHS LTD

You have taken the most important step by showing an interest and here are 4 reasons why you should attend one of our courses.

1) TRAINING COURSE:- We are proud to say that TRAIN LOCKSMITHS LTD is the only locksmith training college that can offer the Level 3 Enhanced Locksmith Course. This Certificate of Achievement is accredited by NCFE (the oldest national awarding body in the UK). We are fully registered with Ministry of Defence (ELCAS Credits), Department of Work & Pensions, Local Government and many more high profile organisations. We don't do 2-3 day courses that seem cheaper but they don't cover enough for you to survive in the locksmith industry.

2) NATIONAL WEBSITE:- *NATIONWIDE LOCKSMITHS* is a completely unique website. You have direct contact with customers and you have the chance to receive sub-contact work. We have 3 national contracts expanding throughout the United Kingdom, which you can be part of.

3) WHOLESALE COMPANY:- Allows you to buy locks at imported prices and earn a lot more profit on each job. We have an online website & retail shop to send orders direct.

4) FULL 4 POINT BACK-UP SERVICE:- No other locksmith training company can offer anywhere near our level of back-up services, which included:

- Online Forum - Allows trainee's to chat and discuss issues with other locksmiths.
- 24Hr Phone Back-up - Allows trainee's to call our locksmiths 24/7 for help.
- Course Refreshers - Allows trainee's to complete parts or full course again free of charge.
- Experience Days - Allows trainee's to do onsite experience with our locksmiths on jobs.



FAMILY RUN BUSINESS - JOIN OUR LOCKSMITH FAMILY

CONTACT US FOR A VISIT OR BROCHURE PACK ON 01942 886452 OR WWW.TRAINLOCKSMITHS.CO.UK

SUBSCRIBE on YouTube for Videos & Advice: www.youtube.com/trainlocksmiths



LIKE us on Facebook for extra information: www.facebook.com/TrainLocksmiths





**24-HOUR
HELPLINE**
0800 138 1619

FOR VETERANS, SERVING MILITARY PERSONNEL AND THEIR FAMILIES



**WE WILL
ALWAYS
BE ON
DUTY TO
SUPPORT
YOU**

**CALL 0800 138 1619, TEXT 07537 404 719
OR EMAIL COMBATSTRESS@RETHINK.ORG**

(Standard charges may apply for texts, please check with your provider.)

**WE'RE HERE 24 HOURS A DAY, 365 DAYS A YEAR.
DO YOU SUFFER WITH ANXIETY, FLASHBACKS OR
SLEEPLESS NIGHTS? IF YOU OR A LOVED ONE NEED
OUR SUPPORT, WE'LL LISTEN AND CAN HELP. CALL NOW.**

Find out more about our work at www.combatstress.org.uk



THE VETERANS'
MENTAL HEALTH
CHARITY

Ex-Services Mental Welfare Society
Company registered in England and Wales No. 256353.

Charity registration no. 206002. Charity registration Scotland no. SC038828
Rethink Mental Illness charity registration no. 271028



Delivered by the
mental health charity

AN WIN A

The winners of
share of £10

IAN MCCALLAM

I started my resettlement early. Before I was given an extra five years service on top of the usual 22 year career I planned to complete a degree through the Open University. I started the degree in 2001 using my first ELC and was awarded a BSc (Hons) Technology.

I plan to do the CTP Commercial Financial Awareness course with the rest of my IRTC. At present I intend to use an ELC and the prize money for the Six Sigma (Green Belt) qualification.

At present I do not plan on a specific area or role as I want to keep my options open. Having said that my main focus is within aerospace and I am looking at the Civil Service.

My last piece of advice is to take every opportunity you can whether through your daily job (the Defence Academy College of Management & Technology is a great source of free courses) or through



Image: Khakimulin Aleksandr, www.shutterstock.com

AND THE WINNERS ARE...

our last competition who will receive a £1000 towards their training costs.

dedicated resettlement agencies.

KEVIN POLLARD

I originally joined the services in 1988 left in 1995 and re-enlisted in 2002 as Lcpl I am leaving in October 2014 I have done several courses with Training4Forces (BV Associates) NEBOSH General, Fire Management and will be doing my Environmental in November.

I hope to boost my qualifications even more now with this prize.

My preferred employment would be to either work for a training company and then set myself up as a consultant, or just work for a large company.



a BTEC National Diploma for IT Practitioners in software development. My next move is an ELC funded City and Guilds in Electronic Inspection and Testing at Wakefield Skillcentre Ltd and a course in rigging for the entertainment industry.

I now want to travel the world, finishing in New Zealand and then possibly a job in Electronics or Electrics.

W01 (ASM) STEVE LANGE, REME



Steve joined the army over 20 years ago as an apprentice vehicle mechanic into the royal electrical and

mechanical engineers. After initially completing trade training then later as a manager he has provided equipment support to heavy armoured vehicles with numerous different units.

During a busy and varied career, he deployed on operational tours to Northern Ireland, Bosnia, Kosovo, and the Middle East. In addition, he has also deployed on exercise To Poland, Canada and Kenya. For resettlement, he plans to transfer his engineering skills into becoming a gas

engineer. Choosing Brookhouse Training Centre as his preferred provider he plans to use his elc and prize money from ER magazine to achieve this.

OTHER WINNERS WHO HAVE BEEN RANDOMLY SELECTED ARE...

Kevin Platt who subscribed on the 30/09/13
Duane Kelly, 30/09/13
Vicky Wilson, 26/09/13
Callum Watt, 25/08/13
Howard Rudder, 23/06/13
Adrian Boswell, 19/06/13
Sean Batley, 15/06/13
Michael Bonsall, 15/06/13
Christian Hughes, 06/06/13
Amy Smith, 04/05/13
Vanessa Newton, 23/04/13
Mark Dingle, 09/04/13
Robert Coulthard, 09/04/13
Ian Pethick, 09/04/13
Joanne Godfrey, 31/03/13
Ian Mahon, 21/03/13
Paul Paterson, 04/03/13
Dave Allan, 20/02/13

We will also be notifying these winners by email, if you are a lucky winner we would love to hear from you and include your information in a future issue. Please let us know when you are leaving the armed forces and what area of training you are interested in working in. We will also be happy to include a photograph of you.

If you are a training provider we ask that you keep this copy of the magazine and keep the winners names to hand. If they then contact you to book on one of your courses please let us know. We suggest that you proceed with the process as you normally would do when completing the ELC registration, then when the 20% personal contribution fee is due Easy Resettlement magazine will send you the payment by cheque or by bacs.

If you haven't won this time then don't worry you still have a chance of winning! We have selected 22 winners so far and depending on the amount their ELC contributions amount to will depend on how many further winners are drawn for. As we have randomly selected winners from our subscribers list we can not guarantee that they will wish to use this offer in 2014. We will therefore allow for the winners to contact us or a training provider to confirm their intent in using their prize. Anyone who does not claim or confirm that they wish to claim their prize will be voided as winners so that others can have the chance of having their ELC personal contribution fees paid for by Easy Resettlement magazine. Any of the named winners have until 17th February 2014 to get in touch with us.

So if you would still like the chance to have your personal ELC contribution fees paid for by Easy Resettlement magazine then all you need to do is subscribe for free online at www.easyresettlement.co.uk or fill in the subscription form on page 3 of this issue.

Moving forward to 2014 we are looking to offer up to £100,000 worth of free training courses to ANY currently serving forces or Ex-forces personnel, whether you are in the Army, Royal Navy, Royal Marines or RAF. Regardless of your age, rank, sex or whether you have been medically discharged or have a disability or injury. This will be totally independent from the ELC £10,000 promotion we have run in 2013 and aims to help anyone by offering a totally FREE course in all areas, such as: aviation, builder training, close protection, communications, river training, IT, Management, Maritime, Offshore and much more.

We will be partnering with various training providers in these industries. The partners will be announced in the Spring 2014 issue with information on the course they are giving away to our readers. We will jointly provide a totally free course ranging from £500 to £9,000 depending on the training provider and the courses offered.

Subscribers to our magazine will automatically qualify with full terms and conditions to be included on our website from Spring 2014. Simply let us and the training provider know your area of interest and we will take your email address and other contact details to enter you in to the draw for your chosen course.

We at Easy Resettlement magazine really appreciate the fantastic job you all do. We are proud of our armed forces and we want to assist you in your resettlement process. FREE training can go a long way to finding sustainable employment when making your transition back to 'Civvy Street' Please mention our magazine to your colleagues, friends and families and also to our advertisers as without them such promotions would not be possible. Please feel free to contact our team with anything you would like to read about in future issues. Our magazine's aim is to give you an Easy Resettlement! ●

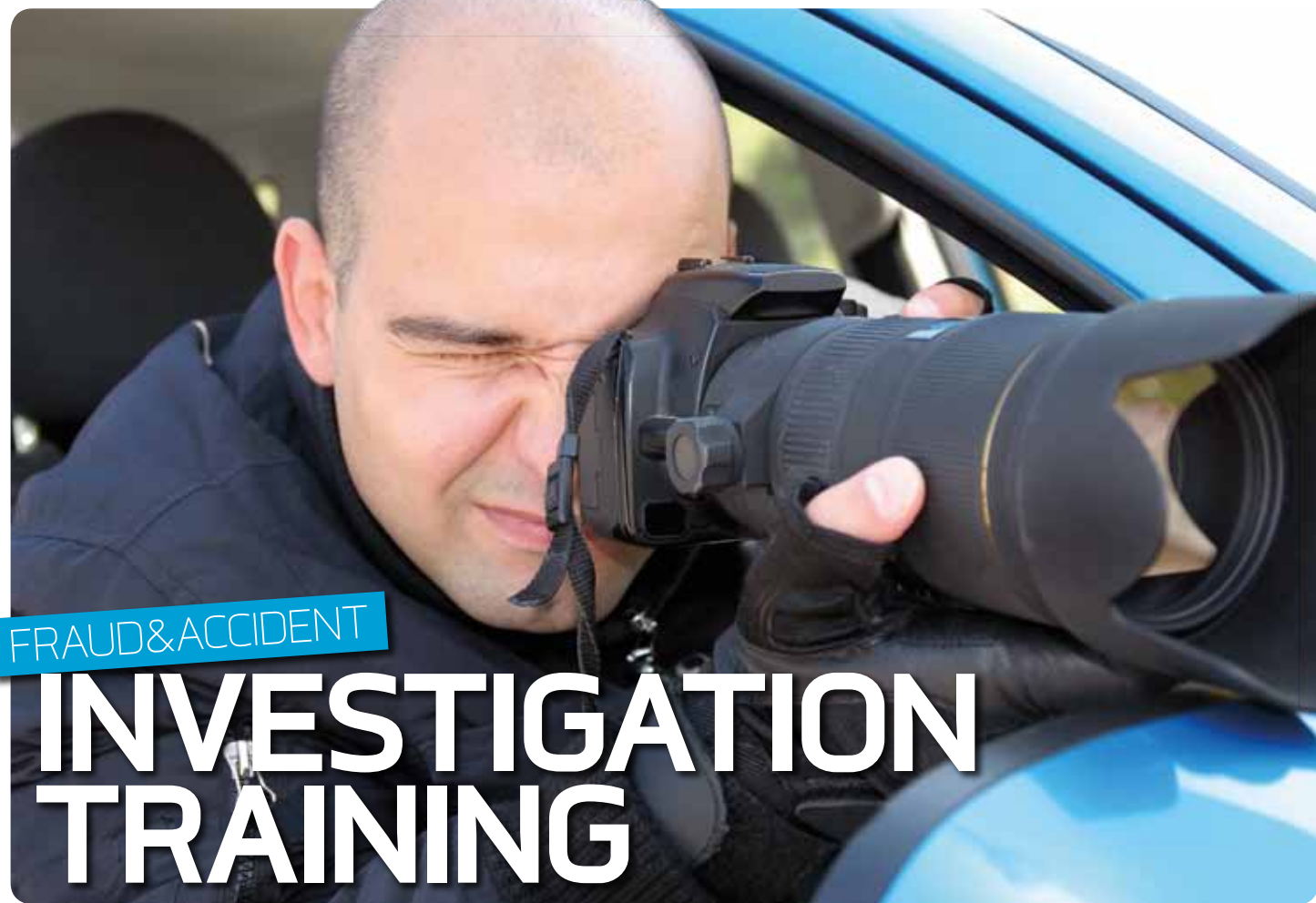
Call: **01536 512624**
or Email: **james@easyresettlement.co.uk**



CHRISTINE MCMURRAY

I joined the Army in 2007 and having reached the rank of corporal will be leaving in June 2014.

I joined straight from college after completing



FRAUD&ACCIDENT

INVESTIGATION TRAINING

RMH has been a training investigator since 1992. Its specialist trainers, some of whom are home office train the trainers, have over 100 years combined investigation knowledge and are experts in their chosen fields.

We are unfortunately living at a time when recession is never out of the news and after many years' service the move to civvy street is a daunting prospect for anyone making a career change.

With the skills sets you already have from your military career RMH can provide you with the relevant training that will propel you into a career as an investigator.

An accredited service provider to the Careers Transition Partnership, RMH has recognised that service leavers have many of the qualities and levels of initiative and self-discipline to succeed as investigators. Dependent on length of service, ELC's and resettlement covers

both the ACFS PinS or Cert IFCI qualification with little or no personal monetary contribution.

Whether it is in accidents, claims or fraud investigation RMH supplies the course for you to meet every need.

In fact as we see on the news Fraud is big business. One study suggested that if the income from Fraud was a country it would be the country with the fifth largest income in the world!!

RMH was started in 1992 by three former police inspectors, Brian Robinson, Brian McDonnell & Peter Howse. The current Managing Director and Ex-Chief Inspector Mike Carr joined the company in 1998 as training manager having received the Home Office train the trainer certification. In 2003 Mike became a Director of the company after the three original directors retired and was appointed

Managing Director in 2012. RMH has built a credible reputation in the Criminal investigation field and has access to many industry consultants with specialisms in certain areas including the MoD, Police, UK Border Agency, Insurers and Lawfirms.

In order to add to its course delivery portfolio RMH took ownership of the delivery of two Civil Investigation qualifications in 2012 and appointed further Directors to incorporate this aspect. Darren Knight an Ex-WO1 and Force Master Driver joins RMH having been instrumental in the delivery and development of the Civil Qualifications.

The Company has a proven track record in delivering professional, quality investigator training to customers throughout the United Kingdom and abroad, in both the public and private sectors, and has built a reputation for quality and integrity.

The RMH client list is impressive. It includes central Government departments, Local Authorities, NHS, private sector companies, MOD and other organisations.

Life as an investigator is as secure as anything can be in time of economic uncertainty. However there are three things that is constant during this time: There are accidents (incidents in industry speak) that

need investigating; there are Claims that need investigating and there is Fraud (which is more prevalent at the time of recession) that needs investigating.

RMH has been instrumental in the delivery and development of the Civil Qualifications in the areas of fraud and accident investigation.

The Company has a proven track record in delivering professional, quality investigator training to customers throughout the United Kingdom and abroad, in both the public and private sectors, and has built a reputation for quality and integrity.

A COURSE TO SUIT YOUR NEEDS

- Level 4 Certificate in Incident Fraud and Claims Investigation (Cert IFCI)

Course description:
Level 4 qualification Certificate in Incident, fraud and Claims investigation

This qualification has been developed by the Awarding Body For Vocational Achievement (AVA) as a result of identifying a gap in the insurance and claims industry.

Historically investigators of incidents, fraud and claims have not been required to attend any formal training or been required to hold any type of relevant qualifications; through discussions with many organisations it is apparent that such training and the ability to achieve an accredited qualification would be very welcome in the industry.

The employers of investigators are very highly regulated and have strict legislation and codes of conduct to adhere to, unfortunately they currently have no reliable method to ensure that investigators they recruit have any formal training or experience, which often results in a costly exercise if the investigator fails to understand fully what is required of them.

This level 4 certificate has been designed to provide a reliable benchmark qualification for new investigators who are just entering this industry it also designed to assist in encouraging the formal regulation of investigators of incidents, fraud and claims and therefore encourage consistency in the quality and standards of investigating and reporting.

ACFS(PINS) ACCREDITED COUNTER FRAUD SPECIALIST

RMH has also designed a series of modular training programmes. Successful completion of all seven modules equates to 40 level 1 education credits and candidates qualify as Accredited Counter Fraud Specialists (ACFS). The series of modules was accredited in 2002 to Professionalism in Security (PinS) by the University of Portsmouth.

This course enables the successful candidates to pursue employment within the public sector. Unlike similar courses it does not restrict you to one part of the sector and is a pre requisite for many public sector job applications in fraud investigation.

MODULES STUDIED IN THIS COURSE

1. Legislation
2. Liaison, Intelligence & planning
3. Basic Surveillance
4. Photographic and Video Evidence
5. Investigative Interviewing
6. Rules of Disclosure & Exhibits
7. Court Procedures



Successful completion of the Level 4 course will enable you to work successfully as a self employed investigator. As well as employment the completion of the ACFS course can lead on to further education using your 40 level one credits towards a Bsc in Counter Fraud and Criminal Justice studies.

For more information on courses available and careers in fraud and accident investigation Telephone: **0845 880 1560**, Email: **leo.reynolds@rmhadmin.co.uk** or visit: **www.rmhadmin.co.uk**.

RMH delivers training for fraud & claims investigation giving an opportunity for the qualified

holders to obtain work from Insurers, Insurance Brokers, Claims Management Companies, Private Companies and Solicitors, in all manner of investigation & instruction work in legal services.

After completing any of our courses there are opportunities for employment or self-employment in the respective fields appropriate to the qualification.

RMH managing director, Mike Carr, said: "If you are not confident that you have the appropriate skills you should sit our induction tests which will help you to decide whether or not your investment in one of our courses is right for you."

The courses are tough and at a high level. There is no credibility in a qualification that is easy to obtain especially when you are dealing with criminal and civil legal issues as well as human rights. Carr concluded: "You should ensure that when embarking on one of our courses that you have the necessary IT, literacy and numeracy skills to undertake the tasks and the determination to complete the course. We experience a level of course drop outs equivalent to that experienced by further and higher education bodies." ●

Civil & Criminal Investigation Training

Established 1992

ELCAS registration no: 3084

Train to become an investigator



Courses from
£1050
+ VAT

Insurance Claims | Personal Injury Claims | Interviewing Under Caution
Statement Taking | Benefit Fraud | Surveillance

Courses leading to National Qualifications from just £1050 + VAT

Introductions to work providers & post course support

For courses prospectus apply online or call **0845 8801560**

www.traintoinvestigate.org

XThree Surveillance PURVEYORS ON FACT

The Argus Europe Close Protection Training Course seems a distant memory now, it was after all 2011 when I completed my resettlement training. Soon after the course ended I deployed out to Iraq and worked for a risk management company over a 12-month period, which I enjoyed, but it did not quite float my boat. There was something missing.

WRITTEN BY: Simon Atkin, Ex 3 Para

RED ON, GREEN ON... GO!

Deciding to take a leap of faith and go headlong in to the UK surveillance circuit and quitting a well paid job in Iraq was more daunting than leaving the army and joining civvie street in the first place... much more! I had a girlfriend and baby on the way

so to say I was concerned would be an understatement. My main safety net on this occasion was the Argus Europe network and without it I am not sure that I would have had the confidence to give up my job with one of the premium HE Risk Management companies operating in Iraq at the time. Even as the

years since my course have passed the Argus network has always been there for me and this is extremely reassuring. We all need a network and with the Argus Group all Argus students have a ready-made network as soon as the course is completed. So there I was, on the circuit in the UK, a surveillance operator, a private investigator but I was very much the new guy. Here we go again I thought!

LUCKY BREAK

I think that most people enter the UK circuit tentatively, you scratch around for a bit with a few jobs working for some good and some not so good operators but looking to impress at every opportunity. Working for others is fine, nothing wrong with that but I really wanted my own clients so I decided that it was time to get my name out there and spent a full weekend sending emails to solicitors, barristers, and investigation companies in my local area; all in all I think I sent about 100 out and waited for Monday morning for the bombardment of replies. I was ready!

Monday passed with no replies at all as did Tuesday and so it continued, the barrage of emails and offers for work did not come. I did however receive two replies, one from an investigation company offering his services to me and the second came from a grumpy investigator telling me to sort out the signature line on my email, to get a website and that I would not get any phone calls unless I got myself a landline. This advice particularly irked me... great I thought, I'll see you later mate... somewhere down the line, you will be working for me and then we'll see how the land lies! However, this was not the time to start gobbing off... I needed the work so I bit my tongue (almost off) and wrote this chap a nice reply, thanking him for his time and advice and ensuring him that I would heed his words. So it was that I took his advice, implementing all of his suggestions and low and behold I started getting more and more opportunities giving me a greater footprint on the circuit than I had been able to achieve thus far. The ball had started to roll, I now had momentum.

BEING THE GO TO MAN

I applied for every single job going UK wide. I could be down in London for four hours or rushing over to York from my hometown, no matter what the job was and where it was I said yes and went along and did my very best to over deliver. This ability to drop everything get to a location and get the job done has



Images: Andrey Arnyagov, Gaby Kooljman, www.shutterstock.com

made me the go to man for many an established investigation company throughout the surveillance industry in the UK. One client in particular, Owl Private Investigators, the grumpy investigator I first spoke to a few months back became one of my main sources of income... it is a strange world and the circuit is a small, small place so be careful what you say and to whom or it could cost you money and your reputation.

1 YEAR ON

After a grueling year of travelling the lengths of the UK, being flown abroad, sleeping in the back of a surveillance platform, eating crappy overpriced garage food I now have an expanding portfolio of clients, large and small and a burgeoning relationship with Owl Private Investigators whom I work with on a weekly basis. Our relationship has now grown to such an extent that we now run a small training package for qualified surveillance operators, the details of which can be found on my website. Our Evidence Gathering Course is designed for those already qualified in surveillance with Argus Europe. We take the guys that have passed



the Argus surveillance course and then take them through more scenarios where obtaining evidence is crucial. We show them the basics of using a camcorder in order to gain covert footage and then how to put it all together so that it can be presented to the client. The reason that we do this is two-fold. Due to my growing relationship with Owl and the fact that our combined client base is very much on the

increase we are now in a position to offer those that complete the course with us surveillance work via the Argus Group. The four days that they spend with us is pretty much an on the job interview with ongoing assessments of skills and attitude. If we see that an operator has it within them then they get the opportunities that arise. We also look to develop their areas so that work can be offered as close to home as is possible.

CONCLUSION

If I were to give advice to anybody wanting a career in the commercial security circuit in the UK it would be...

- Ensure you are cross qualified – a one trick pony is not the way to go
- Choose your training provider wisely
- Practice in your own time
- Buy the kit
- Work hard
- Be honest
- Take whatever comes your way
- Develop business skills and develop them quickly
- ATTITUDE... if you have not got a good one then

get one or do something else as you will be binned immediately

I could list more but this should be enough to ensure that you are aware of what is required of you. I did all of the above but I got my first job from the Argus Group from another Group member and continue to get work from the group to this day. The guys at Argus very much create a culture while you are on the course which encourages you to be a go getter, to be a team player, to be humble but confident and this is a winning combination in my experience.

I am now in position to be able to offer work back to the group and this is a great feeling. I have been the new guy so being in a position to help others out is a great feeling, very empowering.

The work is out there guys but it is up to you to make sure that it happens. ●

For further information please contact Simon on: simon@x3surveillance.com or visit: www.x3surveillance.com.



LEARN TO WORK

LEVEL THREE

CLOSE PROTECTION, SURVEILLANCE, INVESTIGATIONS, MARITIME AND FPOS(I) QUALIFICATIONS THAT WORK

All students gain exclusive membership to the Argus Group,
our successful online support network.

Argus Europe Ltd | The Old Brewery | Castle Eden | County Durham | TS27 4SU

Telephone: 08456 123 843 | FAX: 01429 838 890

www.arguseurope.co.uk | email: office@arguseurope.co.uk



APPROVED CENTRE



career transition partnership



APPROVED BY MoD
IN SUPPORT OF
THE CLC SCHEME
ELC
PROVIDER NUMBER
3256



edexcel
advancing learning, changing lives.

SECURE IN A N

HR Security specialises in a broad spectrum of security services to suit corporate organisations, private clients, local authorities and the legal profession. The company's professionals include former members of the elite Special Forces, and all have extensive experience in both security and military operations worldwide, offering a diverse range of specialised security services.

HR Security will methodically assess, analyse and plan, allowing them to deliver bespoke solutions and provide the highest level of security and risk mitigation procedures.

All HR personnel are expected to provide a sophisticated, discreet, but above all effective service allowing clients to function within their professional or private lives.

HR Security has been involved in high profile contracts including Close Protection, Surveillance, Residential Security and Events.

Close protection operations are often of a sensitive nature, and due to the close working relationship required, HR Security's approach when selecting Close Protection operatives is unique within the security industry.

A company spokesman said: "We only employ individuals who have been highly recommended or who have served within UK Special Forces or Royal Military Police Close Protection unit. With this selection process, our Close Protection operatives are all licensed with the security industries governing body the (SIA), and are vetted and CRB checked to offer the highest level of service.

"The key to our continued success is not only the highly motivated operatives we deploy, but also the philosophy that our

management team adopts with our clients. During the consultancy phase of any Close Protection task, we take the time to fully understand the client's needs, to enable us to provide the correct level of service that suits their lifestyle and their needs. All our Close Protection operatives act discreetly according to the cultural, political and religious environments in which they are required to work."

HR Security has extensive experience in supplying security services & close protection to diplomats, high net-worth individuals, corporate clients and the media/entertainment industry in both hostile and corporate environments.

The spokesman continued: "We are able to provide male or female Close Protection operatives in the UK, Europe and virtually any country in the world. Utilising our immediate response team, HR Security has the ability to deploy a single operator or Close Protection Teams to any part of the world within 48 hours, visas and flights permitting.

HR is also able to provide service leavers with the appropriate training to become a close protection operative.

Modern day Close Protection Officers need to be capable of operating in a multitude of diverse environments from remote hostile environments through to corporate and executive settings, each of which will present unique challenges. HR has developed its own Close Protection Training Course with this in mind.



Image: Warren Goldswain, www.shutterstock.com

NEW CAREER

The key to our continued success is not only the highly motivated operatives we deploy, but also the philosophy that our management team adopts with our clients.

The thorough and inclusive course follows the National Occupational Standards for Close Protection. These feed into the SIA core competencies

that our organisation delivers. HR Security Ltd training provides 150 guided learning hours, which are split between two Modules, CP

and Conflict Management. All senior staff and instructors are former Special Air Service (SAS) operatives with over 50 years combined operational experience.

- Roles and Responsibilities of the Close Protection Operative
- Threat and Risk Assessment
- Surveillance Awareness
- Operational Planning
- Law and Legislation
- Interpersonal Skills
- Close Protection Teamwork and Briefing
- Reconnaissance
- Walking Drills
- Route Selection
- Close Protection Journey Management
- Search Procedures
- Incident Management
- Venue Security

HR Security Ltd provides a consultancy service on all matters relating to risk management measures and the wider aspects of security, including risk assessment.

HR consultants have the necessary skills, experience and local knowledge in hotspots around the world to meet the needs of its clients. ●

Consulting services which HR Security Ltd provides include;

- Media Security Operations
- Management Training
- Risk and Threat Assessments
- Technical Security
- Specialist Drivers and Vehicles
- Hijack / Kidnap and Ransom (K&R)

For further information about careers and training in close protection Visit: www.hrsecurity.co.uk, Tel: **01225 904680** or Email: info@hrsecurity.co.uk

HR security
the professional choice

HR Security
27 Old Gloucester Street
London
WC1N 3AX

telephone: +44 (0)207 4195 665
mobile: +44 (0)777 9267 113
email: info@hrsecurity.co.uk

HR Security specialises in a broad spectrum of security services to suit corporate organisations, private clients, local authorities and the legal profession. Our professionals include former members of the elite Special Forces, and all have extensive experience in both security and military operations worldwide, enabling us to offer a diverse range of specialised security services.



LLA GIVES LEARNERS HANDS ON EXPERIENCE

Research undertaken by Forrester Research showed that:

- 20% of learners are visual/verbal learners who learn best when information is presented in a written language,
- 20% of learners are visual/non-verbal learners who learn best when information is presented in a graphical format such as charts, graphs and on television,
- 30% of learners favour the auditory learning style using audio clips.

This leaves 30% of people who prefer learning kinaesthetically where hands-on experience helps make the learning stick. Although kinaesthetic learning is difficult to

perform via a distance learning platform it is not impossible.

To create a more hands-on learning experience an interactive case study can support competence based learning system by placing the learner in a simulated workplace and setting the sort of tasks that they will regularly be confronted by in their real life jobs. The use of case study simulations comprehensively covers the requirements of the visual/verbal/nonverbal learners and, as far as is possible, kinaesthetic learners (commonly known as do-ers).

This concept has been exploited by LLA to give learners hands-on experience through a simulated environment, providing them with the knowledge, competence and confidence to make a similar implementation in the real world. Our unique, and award winning, learning system, Supply Chain Improvement through Learning (SCIL) enables them to learn in a virtual, risk-free environment



that will put their knowledge to the test. They can run different departments of a major corporation

and review the impact that the decisions made may have across the whole company – all from the comfort of their own home or office, at a time that suits them. Furthermore, the learner is supported by unlimited access to a specialist tutor.

The culture of distance learning is that 70% of students who start an online course never finish it. For LLA distance learning students the completion rate is 55% and, while we continuously strive to improve this, it is the company belief that the use of its interactive business simulation, coupled with the strong coaching support provided, contributes significantly to our success rate. As an Approved Centre of the IoSCM and ELC registered provider, LLA can assist service personnel to professional qualifications in the logistics and supply chain areas. •

To find out more visit: www.logisticslearningalliance.com/qualifications or telephone: **01530276590** now to talk to one of our Student Support team.

Logistics / Supply Chain Management / Humanitarian Qualification course?

- ❖ Which course is best?
- ❖ Which level do I do?
- ❖ Do I have to sit an exam?



LOGISTICS LEARNING
alliance

- ❖ When Can I start
- ❖ How long will it take?
- ❖ What payment plans do you offer?



APPROVED BY MoD
IN SUPPORT OF
THE ELC SCHEME



At Logistics Learning Alliance we take pride in delivering exceptional customer service. This starts with understanding the customer's requirements, helping them to select the right course to meet their needs.

Visit us at : www.logisticslearningalliance.com or

Call now On 01530 276590

HOW DO YOU DECIDE WHO TO TRUST WHEN CHOOSING YOUR TRAINING PROVIDER?

Making the transition from serving in the armed forces to embarking on your new career can be a daunting and somewhat arduous task. Choosing an industry that offers the chance of a sustainable career is one thing, however getting the right 'tools for the job' is another.

To ensure you have the best possible chance of gaining future employment, it is imperative that the skills you have already gained whilst serving in the armed forces are sharpened and conform to recognisable 'Civvy street' qualifications. Word of mouth is undoubtedly the most trusted source when choosing a training provider, however, someone else's experiences are only a guide and not necessarily going to meet your own standards and requirements.

Magazines are a good way of finding out more information on companies by looking at adverts and reading editorials, but how do you differentiate between companies and the courses that they offer?

Below you will see our advert asking you to visit our website as we offer helpful advice for service leavers on the resettlement process. We also have numerous companies offering training courses and job opportunities, still the same question then what sets one company apart from the other? We have the answer! Our website contains video clips of

various training providers and companies looking to recruit you in to their ranks, by viewing these video clips you will gain far more knowledge than simply viewing an advert, you will be able to view the premises where you will be trained, classrooms, workshops and equipment, more importantly you will hear from the guys or girls who will be training you or a company representative. This will give you a far better idea of what that company stands for and what sets them apart from others, you may even hear testimonials from ex-forces personnel on

the course that you may be considering going on. •

As well as visiting our website www.forcesrecruiting.co.uk you may also pick up a copy of the 2014 HM Forces DVD guide on recruitment and resettlement training. These will be free to ALL service leavers visit our website to find out where you can pick up your copy or ask your resettlement officer for a copy. (DVD will be available in the Spring of 2014)



forces recruiting
for your future...

WWW.FORCESRECRUITING.COM

Leaving the armed forces? ✓

Looking for training? ✓

Need a Job? ✓

Copyright: alphaspirt



Visit www.forcesrecruiting.com for a smoother transition whilst going through your resettlement!



FITTING STUDY AROUND YOU

Preparing for a new role in civilian life can be daunting but flexible learning provides a convenient way to upskill and gain a smooth transition.

One of the key advantages of flexible distance learning is that study fits around your life and work commitments, wherever you are based.

This is why distance learning is so popular – currently more than 4,000 service personnel are studying with The Open University (OU) – the world renowned provider of flexible higher education.

Studying with The Open University offers a number of benefits – you can gain a qualification while you are in the armed forces and get financial support through the Enhanced Learning Credits scheme.

“There is a huge range of courses available and suitable for service personnel enabling preparation for resettlement

and the ensuing competition for jobs,” says Paul Drake, Business Development Manager at the OU. “Many of the OU’s courses have direct applications in the workplace, providing a named qualification as evidence of ability and skills.”

The flexible format of OU study means it is ideal for those in the armed forces, as they are able to work their studies around their shifts and postings. Former student, Andrew Murray, studied with the OU and is now employed as a gas turbine engineer. He says the flexible format really helped him achieve his BSc degree in Physical Sciences.

“I was in the Royal Navy serving as a Leading Hand on board HMS Iron Duke and we were in the Adriatic Sea during the 1999 Kosovo War. I joined the Navy at 19 as an electrical mechanic, but was selected

to do an Engineering Diploma, and that rekindled the interest I had had in maths at school. So I decided to study with The Open University, first with some basic maths courses, then the full BSc Hons in Physical Sciences.

“There is nowhere on a ship that you can get peace and quiet, especially when you are involved in a war, but I got used to working in the dining room surrounded by noise and clatter and the other crew members got used to me sitting there with my books. There were times I didn’t want to study, but I pushed myself on because I really wanted to finish it, especially when I got to Level 3 courses and closer to the end. I just did not want to give up.

“I had risen to Chief Petty Officer, and had been selected to become Warrant Officer but that would have meant three more years at sea, and it would have been too hard on my family. Having a BSc after my name definitely helped me to find a job – in fact I was headhunted by a gas turbine company, and I left the Navy on a Friday and started work on Monday.

“I now work as a gas turbine engineer, which also takes me all over the world – but now I am only away for weeks at a time instead of months.”

CHOOSING YOUR COURSE

The Open University offers over 600 courses in 14 different subject areas including business and management, law, IT, education, engineering, and science.

For example, if you’re thinking about teaching, then studying for a PGCE (Professional Graduate Certificate in Education) with the OU can provide the foundations of a successful and rewarding career as a secondary school teacher. The OU offers a modular PGCE programme that allows flexible patterns of study over up to three years, which will suit those whose circumstances prevent them from taking a traditional full-time course.

Or maybe a career in IT beckons? The Open University is a certified Microsoft IT Academy and a Cisco Academy, which means that certain modules are officially validated by Microsoft and Cisco. Microsoft and

Cisco certifications are highly valued in the IT industry. They provide a good starting point if you wish to enter the industry and a way to advance your career if you’re already working in IT. Cisco Networking (CCNA) (T216), for example, is a computing and telecoms industry-recognised qualification focused on network communication, and offers employment and career opportunities internationally.

Alternatively, if you enjoy solving problems and have a good imagination you’ll find engineering and technology stimulating and challenging fields of study. A qualification in any one of the subject areas the OU offers – engineering; design and innovation; systems; technology – can bring real benefits in your professional life. There are exciting employment career opportunities in business and industry, and your knowledge and expertise will be equally valued in the UK, in Europe and further afield. Employers value highly the numerical skills, creativity, scientific knowledge and team-working experience that engineering and technology graduates possess. ●

To find out how studying with The Open University could help you broaden your career horizons or be better equipped for civilian life, visit: www8.open.ac.uk/choose/forces/studying-ou.

CHHSS

Services

Nebosh
Training
Audit & Inspection Service
Consultancy Services

Our Address

Hall Farm Cottage
Moathouse Lane
Shustoke
B46 2RJ



We deliver NEBOSH National General Certificate Training, we also deliver standard H&S awareness packages, skills courses, and offer support and advice to all requests from individuals and businesses.



ch_safetyservices@hotmail.co.uk
www.ch-hss.co.uk

CAREERS WITH A HEALTHY OUTLOOK

Most servicemen and women understand occupational health and safety only too well. But how many actually consider this as a potential career route after life in green or various shades of blue?

Chris Handel took this path and now runs his own training and consultancy business helping other to do the same. He has over 25 years experience in the H&S industry, working for RoSPA, Key H&S, Siemens, and T Mobile.

His company, CH-HSS provides support and advice for a number of blue chip companies including, Birmingham Education, Heart of England Conference and Events Centre Siemens and others. All its consultants are Chartered Members of IOSH, and are registered on the Occupational Safety and Health

Consultants Register OSHCR.

Importantly Chris understands the needs of the service leaver. He explained: "I know what it's like to leave the forces, it happened to me in the early eighties, I wasn't sure what I was going to do with the rest of my life, until I found my way into the world of Health and Safety. I attained my Nebosh National General Certificate, which opened the door to the world of health and safety for me, and the rest they say is history."

Following his Nebosh qualification Chris gained experience, taking roles with a number of companies and attaining further qualifications including a Nebosh National Diploma and others, until he was a fully qualified H&S practitioner. He ended up

as Head of Health Safety and Environment for Siemens Building Technologies a major Blue Chip company.

Chris is now a Chartered Member of IOSH (CMIOSH), a worldwide recognised designation. He continued: "My path has been varied and interesting and has thrown up many challenges along the way, my time in the army helped me prepare for that, giving me the discipline needed to see things through. I now have my own consultancy and specialise in delivering the Nebosh National General Certificate, all

the consultants working for me and on the Certificate course are ex-forces, and have had a similar journey to me, so we all share in your forthcoming experiences, and adventures."

As well as individual training CH-HSS provides tailored H&S training for all levels within a company, including directors, senior management, supervisors and employees.



We offer NEBOSH National General Certificate courses

We get the best results possible for our delegates

CRITICAL SKILLS SHORTAGES

There are many opportunities for professional divers in and around the UK and overseas and supporting a range of industries. Training opportunities are also readily available for those wanting to take the plunge.

The Professional Diving Academy, based in Argyll was established initially to safeguard commercial divers working in the harsh conditions of the United Kingdom's offshore oil and gas fields. The Health and Safety Executives Diving Division quickly developed an unparalleled reputation for ensuring diver safety on the worksite. As such, the HSE approved Commercial Diving Courses run by this training academy are reputed to remain amongst the very best available.

The company is one of the most modern diver training schools in the world with a unique link to the diving industry through its sister company Shearwater Marine Services, one of the UK's largest marine civil engineering diving contractors. This vital interface with the commercial diving world allows course delegates to experience an unrivalled industry relevant training programme that teaches essential skills in a real world environment.

PDA's Customised Skills Awards, have set a new Diver Training benchmark. The groundbreaking Construction and Inspection Diver Awards are independently audited by SQA, an internationally recognised and government approved accreditation body. This scheme aims to ensure that every new diver graduating from the

Professional Diving Academy, is an immediate and highly employable asset for any recipient company. Career opportunities are varied.

THE SUBSEA INDUSTRY

The UK subsea industry sector leads the world in experience, innovation, services and technology and has over 750 companies with over 53,000 employees. The sector is worth GBP £8.9 billion in services and products.

The Professional Diving Academy continue to lead the way in innovative course development and implementation.

CRITICAL SKILLS SHORTAGES

Increasing worldwide energy demands from emerging economies has resulted in a new oil and gas boom with massive growth in the offshore renewable energy sector.

The number of major saturation diving vessels increasing significantly over last five years - a true reflection on the job prospects and investment going on. A lack of succession planning throughout the 90s which has left a significant 'skills gap' and critical shortage of qualified, experienced personnel.

This sector is an attractive proposition for those leaving the services especially for divers in the fifty plus age bracket retiring or moving into supervisory or client advisory roles.

OFFSHORE AIR DIVER

This supports subsurface

construction, inspection and maintenance projects associated with the production of oil and gas and renewable 'green' energy.

The North Sea has controlled rates of pay through the Offshore Diving Industry Agreement (ODIA) which dates back to the early 1980s. This is three year collective agreement between seven diving contractor companies and the RMT trade union, governing minimum rates of pay, allowances and health/injury insurance for UK North Sea diving personnel. Many diving companies who are not part of ODIA also work closely to the agreement and as a result, through negotiation with their clients, pay rates for divers working on 'offshore diving projects' around UK waters are approx. GDP £540 to £580 per day.

In other parts of the world offshore pay rates and conditions vary considerably. An overall average for a UK qualified diver working in offshore regions across the world in 2013 would be approx. US \$300 to \$400 per day.

SATURATION DIVERS

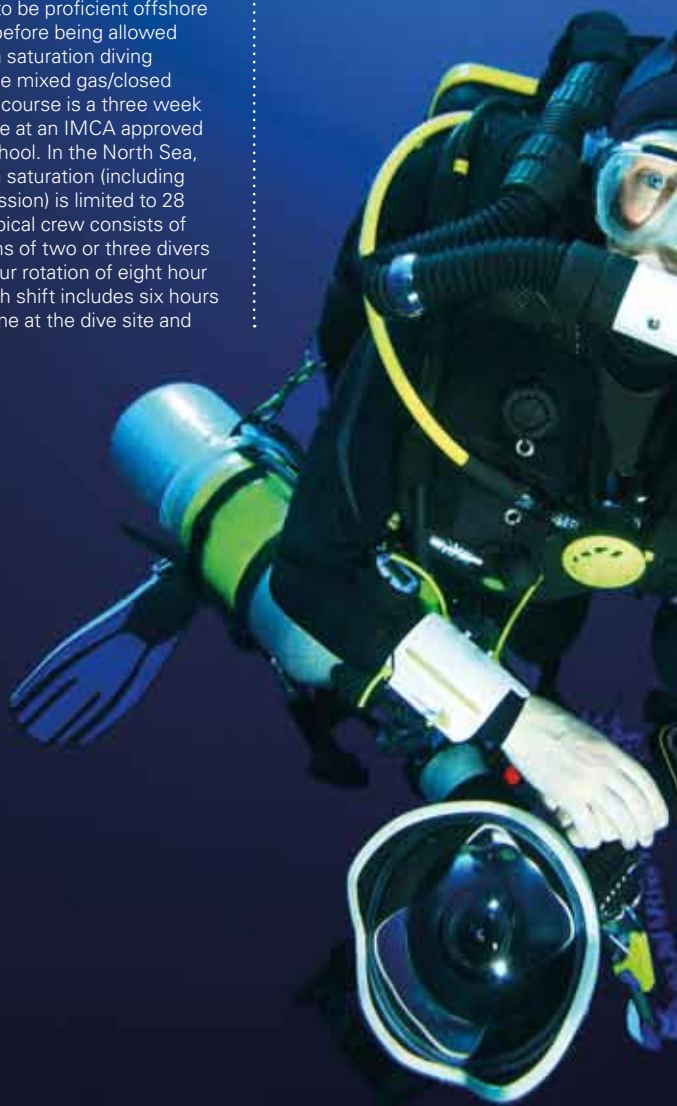
To get to this stage, divers are expected to be proficient offshore air divers before being allowed to attend a saturation diving course. The mixed gas/closed bell diving course is a three week long course at an IMCA approved training school. In the North Sea, the time in saturation (including decompression) is limited to 28 days. A typical crew consists of three teams of two or three divers on a 24 hour rotation of eight hour shifts. Each shift includes six hours of work time at the dive site and

two hours for transfer from chamber to bell to dive site and back again.

Salaries in this sector are wildly variable and most divers are self-employed. Saturation divers working in the North Sea benefit from the ODIA/RMT pay rate agreement and as such can expect to earn over GDP £1,400 per day. In other parts of the rates and conditions vary considerably and are sometimes very much dependent on nationality. An overall average for a saturation diver working in offshore regions across the world in 2013 would be approx. US \$1,200 to \$1,500 per day.

INSHORE AIR DIVING SUPERVISOR

An Inland Air Diving Supervisor is normally an experienced and qualified air diver who has been appointed by the company following an assessment of knowledge and leadership skills. The UK's Association of Diving Contractors (ADC) now has an examination programme in place, which assesses these leadership skills as well as other important attributes such knowledge as risk management, emergency



procedures and regulatory requirements. Many 'client companies' now insist that diving supervisors have this qualification before allowing work to commence.

OFFSHORE AIR DIVING SUPERVISOR

The International Marine Contractors Association (IMCA) is the world's leading trade body for commercial diving and related marine matters. To be a Supervisor in an offshore environment it is necessary to have an IMCA qualification.

Experienced divers can progress to Trainee Diving Supervisor through a certification scheme for offshore diving supervisors which sets down minimum requirements. These include relevant diving experience, basic theoretical training, supervised 'hands-on' experience offshore, and a multi-choice theory examination. Examinations now provide compulsory modules relating to air diving supervision, mixed gas (or bell) diving supervision. Candidates also sit optional

legislation modules relevant to the parts of the world in which they expect to work. Modules for the UK and Norway currently exist.

Supervisors also pass on information and knowledge gained from their own work experience to the trainee divers. The safety of divers is paramount and is the Supervisor's responsibility.

ADDITIONAL QUALIFICATIONS AND EXPERIENCE

As a diver you should consider what you are bringing to the industry. This means that although you can be trained to dive, you must think about what you are going to do when you are underwater. Are you practical? A problem solver? Good with your hands? Do you have experience in the construction industry? Have you worked on a building site? Are you a qualified rigger?

Some skills which might make the difference to a company accepting you for a job ahead of someone else include mechanical and electrical, rigger/slinger, crane banksman, construction site experience and welder.

Remember not all of your time on a worksite will be actually diving. A lot of the time is spent preparing for the job, getting equipment ready, rigging loads ready to go underwater, and reviewing how the job can be carried out safely and efficiently.

Other skills and qualification might also make you stand out from the crowd include diver medic technician and diving mask and helmet maintainer.

For more information on courses available through PDA phone: **01369 701 701** or Email: **info@professionaldivingacademy.com**. Alternatively visit **www.professionaldivingacademy.com**

Based in Plymouth, Interdive™ Services Ltd. Provides a specialist diving service which is used by worldwide defence and coastguard agencies as well as Special Forces. Founded in 1985 Interdive has been talking to candidates in order to completely understand the needs of fully approved training courses and facilities from their viewpoint. Problems included "Inexperienced instructors... old fashioned or poor quality



equipment... breakdowns/delays... rushed classroom training... mediocre accommodation and meals... travel problems... fobbed off with excuses."

The company took all this on board and these problems have been avoided. The demand for courses has proved this and increases every year. In 1997 Interdive moved to its purpose built offices and training centre in Plymouth. This incorporates the latest audio-visual training facilities, lecture theatres and examination rooms, Recompression Chamber Simulator and Closed Bell Simulator to provide realistic real time scenarios.

The modern training centre is located just a short walk from Plymouth city centre, local bed & breakfast accommodation and superior hotels. Plymouth Hoe boasts views over the Sound which is steeped in naval history and its connections with shipping and marine operations are world famous. The UK Royal Naval dockyard is also located here.

Interdive training facilities are claimed to be among the best in Europe. Offshore Medic & Advanced Medical Skills courses are run in conjunction with Plymouth's major hospital and the highly respected First Aid and Diver Medic courses are conducted by highly qualified and experienced staff including Doctors, Nurses, Offshore Medics and Hyperbaric specialists.

A spokesman for Interdive said: "We know that the key to success is a high degree of experience, so we have built up a

team of dedicated professionals and provide a customer service second to none."

Interdive™ Services Ltd was incorporated in 1985 as a result of many years experience both in the North Sea and worldwide commercial oilfield operations. Interdive™

Services is a medical division for medical training and equipment supply services.

Whether you're looking for commercial diver training, technicians courses, diver medic courses, management and supervisory courses, Interdive

courses are widely recognised and approved by many international bodies and authorities. Further information is available on www.interdive.co.uk or telephone 01752 558080.

WHY CHOOSE THE UK'S HSE QUALIFICATION?

In the early days of North Sea Diving, safety standards were poor which resulted in several serious accidents. The UK Government and the diving industry responded by creating what is deemed by many to be the best guidelines for commercial diver training in the world.

Much of these original procedures were adopted in other parts of the world and the International Marine Contractors Association (IMCA) the world's offshore diving trade association, has also created a huge amount of guidance, utilising experiences from diving around the world. The Professional Diving Academy is an active member of this forum, contributing regularly to improvements in diver safety and learning.

The UK is the world leader in the creation of safe diving practices and techniques. All of the courses recognised by the International Diving Regulators (IDRF) Forum are based on the original HSE syllabus. This includes Australia, Canada and South Africa. The HSE has now progressed onto an improved competence based training system, allowing the PDA to implement a more advanced training approach than its predecessors. ●

SUCCESS ON CIVVY STREET

AFTER REDUNDANCY

In the wake of Ministry of Defence cuts the question many military personnel are asking is where will this leave them?

The MoD's strategy to reduce the number of regulars from 102,000 to 82,000 by 2017 may help the government plug a £38bn hole in the defence budget but with one in 10 soldiers facing redundancy, resulting in one in ten families losing the main bread-winner, the transition is going to take some thinking about.

For 65 ex-military personnel the West Yorkshire based gas training specialists, Brookhouse Training, have provided the perfect transition. Putting to good use military knowledge and skills these training candidates have experienced the positive side to transition through learning a new skill and securing their civvy street futures.

To date Brookhouse Training have trained 65 candidates to become qualified gas engineers since March 2011. The majority are from the army with reduced numbers coming from the RAF

and Navy. James McConnell, director at Brookhouse Training says: "For all of our ex-military candidates re-training has proved to be a success. As the highly trained professionals they are we see the constant willingness to adapt, learn and change to build a reliable future for their families. It's this drive and adaptability that provides this recipe for success."

As they say the proof is in the pudding, and as ex-Army Metalsmith Andy Main has recently experienced; gas training did provide a fresh opportunity that would fit better with home and family life.

Andy says: "I left the Army after 22 years and really wanted a new opportunity that would fit better with my home and family life. I explored the possibility of gas training and after meeting Brookhouse Training, I have to say, they sold it to me."

Andy's 'made of metal' attitude to keep the Army moving provided him with the skills and positive mind-set needed to take him from active service in Bosnia, Kenya, Kuwait, Iraq and Afghanistan; to becoming a qualified Gas Safe registered engineer.

Andy now runs his own company, AJC Gas and Plumbing, providing domestic gas services throughout Manchester. He is living proof that transition really can be an opportunity.

Another training candidate, ex-Army Corporal Mark Thomas, recently secured a promotion to management only 12 months after re-training to be a gas engineer with Brookhouse Training.

Within five months of securing a full-time position with Enterprise plc Mark has been promoted from meter engineer to line manager. Not only is he managing every aspect of contract infrastructures but he is managing a team of 11 men to fulfil those contracts. From quality control to reporting his management skills have made such a difference that his team of men hail him as the best manager they have ever had.

Marks own determination and skills coupled with the knowledge and skills he received from his training has provided him with a competitive edge to enable him to quickly advance his career.

Mark says: "I knew nothing to start with but the tutors made the learning



enjoyable and always gave the time needed to answer our questions. They also stressed that the course gave the fundamental knowledge and skills – and that the real-world learning would be our big chance to develop our craft. They were absolutely right!

Roy Parsk, work-placement manager at Brookhouse Training says “If there is one thing I can say our ex-military candidates have so many transferable skills that make them more than job ready. From time keeping to work ethics their drive and communication skills are an absolute credit to them. Part of our role in providing exemplary training is guaranteeing all candidates an industry work placement. The feedback we hear from our industry partners is that they would never hesitate to take our ex-military candidates.”

Proving this works in practise is Richard Craven, ex-Army Staff Sergeant from Bradford. During his guaranteed work experience with Bradford based gas heating specialists GHS, he was offered a full-time role upon successfully qualifying as a Gas Safe registered engineer. GHS were so impressed with the standard of work and knowledge Richard displayed that they offered him a full-time position.

I knew nothing to start with but the tutors made the learning enjoyable and always gave the time needed to answer our questions. They also stressed that the course gave the fundamental knowledge and skills – and that the real-world learning would be our big chance to develop our craft.

Mark Thomas, Ex Army Corporal

Richard Craven says: “I haven’t looked back. After 23 years of service I thought it would take me much longer to adjust to civilian life, but I’m enjoying the freedom too much to even think about that. I decide what I do every day and thanks to GHS I manage my working day how I want and it’s perfect. I see more of my family, have a great

job and can confirm re-training was the best thing I ever did.”

James McConnell continues: “With so many opportunities out there for well-trained people willing to work it’s no surprise our ex-military are finding that the gas industry is a real future proof prospect. With a keen conviction in their professional ability and confidence to move

forward I have no doubt our candidates will find full-time work or self-employment.”

Brookhouse Training is the UK’s number one gas, plumbing, training and assessment specialist offering practical learning from within a bespoke state-of-the-art training centre based in Cleckheaton, West Yorkshire. www.brookhousetraining.com.

100% Guaranteed Work Placements

We are the UK's No. 1 Gas, Plumbing training and assessment specialists and we offer full and part time training courses, with Level 3 Qualifications.

So, if you're considering a new career, as a fully qualified gas engineer, you need to speak to us first.

And don't worry if you've no previous experience – we'll provide all the training you'll need, to get you to where you want to be – employed.



Go to www.brookhousetraining.com/mod ... But do it TODAY!

You're trained to be the best. Let's keep it that way.

btc brookhouse training centre

Call today for an informal chat or to arrange a visit to one of our open mornings

0844 415 2700



COURSES TO SUIT YOU

There has probably never been a better time to earn a very substantial living as a tradesman.

If a career as a plasterer or bricklayer appeals to you and you need to gain more experience and qualifications, Silver Trowel should be your first point of call. The training company's dedicated plastering centre has been designed to deliver high quality plastering training and City and Guilds accredited plastering courses.

Silver Trowel prides itself on the training environment

that it has created and it operates an equal opportunities culture to ensure that all candidates are treated equally.

The duration of Silver Trowel accredited courses start from five day short programme to a five week accredited City and Guilds plastering certificate.

The plastering centre boasts ample parking with good rail and transport links to ensure easy access to all the training facilities, regardless of your choice of travel.

Based in Aldershot the company, understandably, offers its courses to service leavers with whom they are particularly popular. All the staff are friendly, approachable and have years of experience within the plastering industry. This forms the basis of a challenging and enjoyable plastering course. ELCs can be used for the accredited courses and while some experience, which certain service leavers will have by virtue of their branch or corps, they are also aimed at those who want to learn at entry level.

The Foundation Plastering Course consists of five days practical in-house training, taking place at the Silver Trowel training centre and will teach all the foundation skills of plastering.



The company also runs a number of non-accredited plastering training courses; they include plastering (Foundation, Intermediate and Advanced)



Our dedicated plastering centre has been designed to deliver high quality plastering training and City and Guilds accredited plastering courses.

We pride ourselves on the training environment that we have created and we operate an equal opportunities culture to ensure that all candidates are treated equally. The duration of our courses start from 5 days short courses to our 5 week accredited City and Guilds plastering certificate.

Latest Training Courses

- 5 week city & guilds course
- 3 week city & guilds course
- 5 day foundation course
- 4 day weekend course
- bricklaying course
- K-rend courses



Tel: 01252 447868 Mob: 07867467037

www.silvertrowel.co.uk



GOVERNMENT'S COMMITMENT

The Armed Forces are to benefit from a new £200 million scheme to help them get on the property ladder.

The new scheme will help Service personnel get on the property ladder. The new Forces Help to Buy scheme will mean servicemen and women can borrow up to 50% of their salary, interest-free, to buy their first home.

The measures will allow Service personnel to borrow up to a maximum amount of £25,000, providing a boost to those needing to find a deposit to buy their own home.

Starting on 1st April 2014, the scheme will initially cover a three year period and help address the low rate of home ownership in the Armed Forces.

Defence Secretary Philip Hammond said: Service personnel can struggle to enter the housing market as they move around throughout their military career. By giving our troops this extra help they will be more able to set down roots and get onto the property ladder.

The introduction of this new scheme will help increase home ownership, and provide our Armed Forces with sustainable lifestyle choices. It further demonstrates the government's commitment to strengthen the Armed Forces covenant, ensuring that personnel and their families are not disadvantaged by their service. ●

as well as polished plastering, rendering and floor screeding.

For each course you will receive a certificate of attendance completion.

Whilst training on one of the plastering courses you will have access to all tools and materials needed to complete your plastering tasks. You will also have a fully trained tutor on hand to help you with any problems or difficulties you have whilst training and, it doesn't end there. Silver Trowel offers an after-sales service and is also available by email or on the phone to offer support and professional advice after you have finished your course.

City & Guild qualifications can be obtained through the three and five week more intensive courses. These more advanced and accredited courses are aimed at people who are working or want to work in the plastering industry.

The City and Guild Courses are fully funded for service leavers.

CAREER ENHANCING COURSES

Tradesmen with expertise are always in demand. Whether you're looking to start a new career as a plasterer, or wish to further your career by gaining new skills and qualifications, Silver Trowel's wide-range of courses will meet your needs. Based in Aldershot, Silver Trowel provides quality training for all levels of experience in a safe and encouraging environment. All courses are taught by friendly and

experienced instructors and post-training support is always available. You'll not only be given the skills you need, but also the confidence to produce a professional job every time.

COURSES TO SUIT YOU

However you're looking to further your career, Silver Trowel can help you. With a wide range of courses you'll be able to tailor your knowledge. Plastering courses are available for all levels of experience, and range from five day short courses to a five week accredited City and Guilds plastering certificate for those wanting to work in the industry. There's also the opportunity to take a five day K-Rend training course, giving you hands-on training with K-Rend products by industry experts. And for those looking to build new skills, Bricklaying courses are also available for both the novice and the more advanced builder. With expert teaching and assistance from Silver Trowel, it's never been easier to make that next step in your career. ●

For full and detailed information on each course and costs, visit www.silvertrowel.co.uk or telephone **01252 447868**. We are based within walking distance of two railway stations and whilst you are training with us you will have access to all of our amenities.



ENHANCED LEARNING CREDIT SCHEME

The MoD's Enhanced Learning Credits Scheme (ELC) is an initiative to promote lifelong learning amongst members of the Armed Forces.

The ELC scheme provides financial support in the form of a single up-front payment in each of a maximum of three separate financial years. You are reminded that ELC funding is only available for pursuit of higher level learning i.e. for courses that result in a nationally recognised qualification at Level three or above on the National Qualifications Framework (NQF) (England and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification.

As such you must ensure that you are able to demonstrate the level of the course to your Education Staff / Single Service Representative when asking them to authorise your claim.

There are several stages to the ELC process. Full information is set out in Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

Have a look at the claim procedure flow chart (right) to the JSP.

- First you must register to become a Scheme Member and accrue

a sufficient amount of service before you can submit a claim.

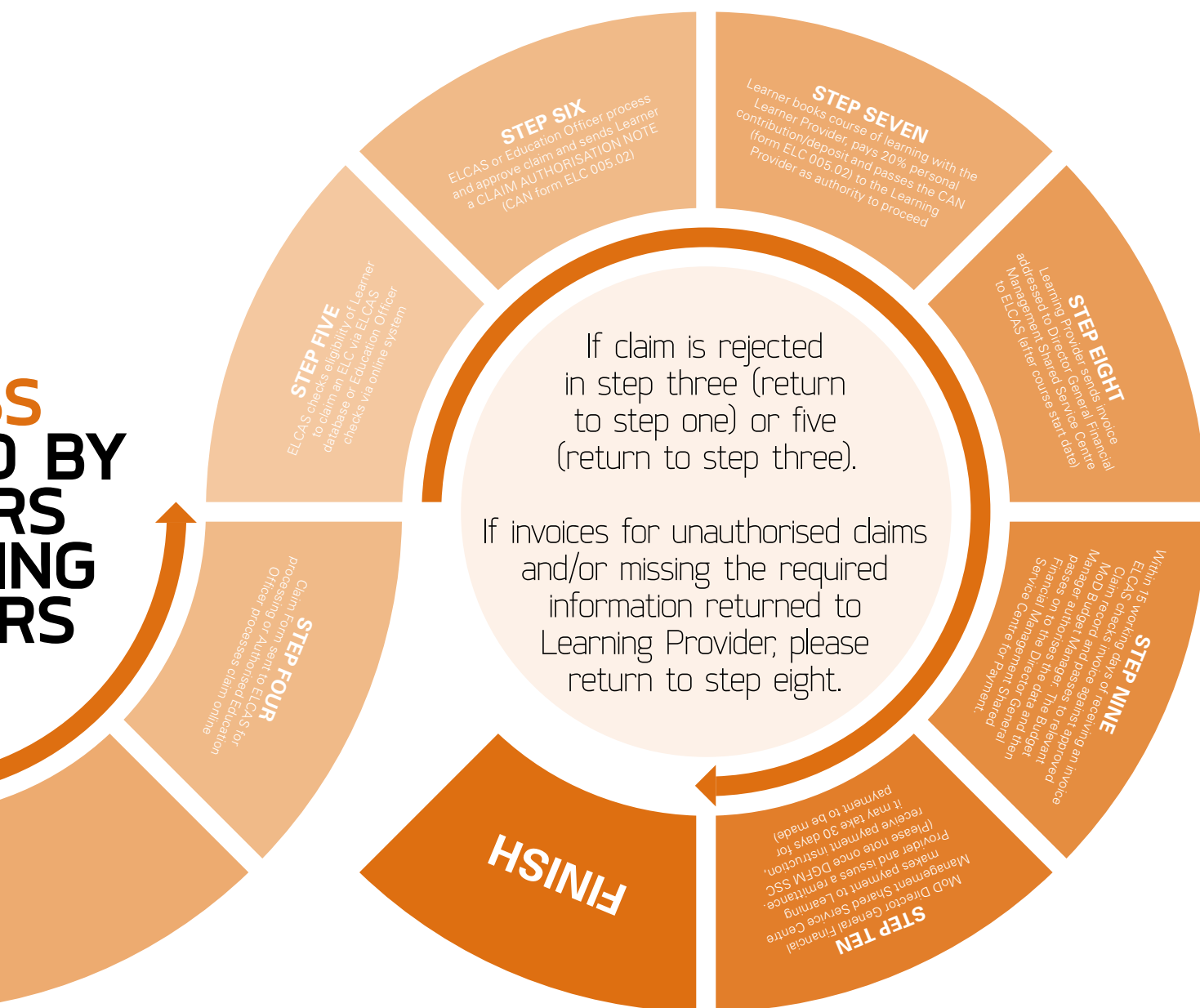
- Then you must select a relevant course ensuring that it meets the higher level learning criteria (level three or above) and an Approved ELC Provider.
- Thirdly, you must complete and submit an ELC claim, approved by an authorised Education Staff if you are in service or your Single Service Representative if you are out of service. For further details regarding claiming out of service, ex-service personnel should visit **www.enhancedlearningcredits.com/claiming/ex-service%20personnel/**
- Finally you must complete your Course Evaluation Form via the website. Please note that further claims cannot be processed until evaluation forms are received for all previous courses (even those still underway).

The Enhanced Learning Credits Administration Service (ELCAS) provide the administrative support for the ELC Scheme. Education Staff and Single Service Representative are responsible for approval of both ELC Application and Claims. •



HOW TO

To join the ELC scheme you must complete and submit an application form either in your first twelve months from enlistment or in the window between eight and eight and a half years from enlistment.



APPLY

Applications are not permitted at any other time. Application forms must arrive with ELCAS within one calendar month of the end of your chosen registration window. Personnel with interrupted Service must complete and submit a non-continuous service form with their

registration. This may include time spent as Full Time Reserve Service personnel and Non Regular Permanent Staff.

ACCUMULATING ELIGIBLE SERVICE

ELCs are available in two tiers: You must accumulate four years of eligible service to claim the Lower Tier (80% of the fees, up to a maximum of £1,000

per claim instalment) and eight years eligible service to claim the Higher Tier (80% of the fees, up to a maximum of £2,000 per claim instalment).

Each eligible claimant may make a total of three claims. These may include claims in both the lower and higher tier but not exceed three claims in total. Only one claim may be made for learning activities commencing in any one financial year.

Only service accumulated since 1st April 2000 may be counted as eligible service for the purposes of the ELC scheme. It is worth noting that eligible service must be completed before a claim can be made, i.e. the claim form

must be signed after the service is completed.

(For those registering to join the scheme in the six month window between the eight and eight and a half year point, eligible service will only be accumulated from the eight year point (i.e. you must complete 12 years service before being able to claim at the lower tier (up to £1,000 per claim instalment)). ●



Qualify with a European Aviation Safety Agency - Part-66 Aircraft Maintenance Licence



ELC
PROVIDER NUMBER
2057

with Total Training Support's - Integrated Training System

- 1 EASA Part-66 Study Notes for each EASA Part-66 Module, both online and hard copies.
- 2 Up to 18,000 Part-66 multiple choice questions with answers, references and explanations, including an online question-by-question study aid and an EASA Part-66 Mock Exam generator.
- 3 Tutorial Support – a Subject Specialist is just minutes away to help you understand a subject.

Membership options:

- Monthly per module – 1, 2 or 3-month options
- Keyaccount – an annual membership to progress you through the modules at your own pace.
- Platinum Flexible account – a 2-yearly membership with the flexibility to suspend your membership at any time that you are unable to study (due to overseas posting for example).

*Use the Integrated Training System as a sole learning vehicle, or as an additional learning aid with your college course. We have graduated thousands of aircraft mechanics... so however you study... wherever you study... we have the materials, the technology and the experience to help you achieve a **Part-66 Aircraft Maintenance Licence** and a career in the civil aircraft maintenance industry.*

www.club66pro.com

www.totaltrainingsupport.com

www.airtechbooks.com



Drawn from the UK's leading Intelligence agencies, Special Branch and the British Forces our training team are experts within their specialist field and have operational experience gained both commercially and whilst deployed on covert operations within the UK and overseas.

Ubique Surveillance Training – BTEC Level 4

- Highest level of Surveillance accreditation commercially available
- For those wanting to learn the specialist techniques taught to the **UK's leading intelligence agencies**
- Train with the latest equipment in use in the field

Ubique Close Protection Training – HABC Level 3

- Course based on the relevant SIA 'Specifications for Learning and Qualifications for Close Protection Operatives'
- The training programme has been developed by our operational teams, preparing students for active role in real world CP
- During your training you will use the **IRTactical** weapons training system during training scenarios

For more information on course content or to book your place please contact our office: 01235 762153

2013 Course Dates

- Surveillance**
- October 14th – 25th
- November 18th – 29th
- Close Protection**
- November 4th – 17th
- December 3rd – 16th

PTTLS Fast track level 3&4

- Weekly next available courses start 16th Oct

Courses are delivered from our Oxfordshire based training Academy.

Tel: 01235 762153
enquiries@ubique-isl.com

www.ubiqueworldwidesecurity.com - for a full list of courses available





Interested in a career in Close Protection?

Then look no further...

Perseus is a Close Protection (CP) training provider, with a difference...

"Perseus Risk Management's objective is to achieve and maintain EXCELLENCE in all that we do"

BTEC Level 4 HECP / BTEC Level 3 (SIA) CP / FPOS-I / RUF2C

The ONLY BTEC Level 4 Professional Award in Multi-Environment Close Protection Operations
We have a proven 90% Employment success rate for the service leavers who pass this course
Guaranteed interview for all graduates with respected Private Security Companies

This course is quite simply unsurpassed on 'The Circuit'



"Our Strength lies within our people, our process and our ethos"



www.perseusrisk.com

Tel: +44(0)203 358 0222 Email: info@perseusrisk.com



AKURO LIMITED
PREMIER TRAINING PROVIDER



A preferred supplier to the
career transition partnership
The Ministry of Defence working with Right Management



City & Guilds

Akuro's current suit of courses offers a range of qualifications with freelance and full time employment opportunities. Whether you are looking to teach in a college or private training provider, the qualifications below will offer you not just the opportunity to deliver qualifications, but offer potential employers a partnership with full centre accreditation and certification direct claim status.

The Level 3 Certificate in Close Protection provides the learner with the knowledge and understanding to ensure provision of a professional level of service as a close protection operative and to address the licensing requirements in an SIA regulated, operational environment.

Typical units covered in the course include:-

- Surveillance Awareness
- Close protection teamwork
- Route selection
- Reconnaissance Operational planning

- Foot techniques
- Incidents and dilemmas
- Threat and risk assessments
- Communication and conflict management skills
- Interpersonal skills

- Level 4 Certificate in Teaching in the Lifelong Learning Sector
- Level 4 Certificate in Education and Training (from December 2013)
- Level 3 Security Specialist Instructor (Including membership with the Akuro Association of Training which allows you to train and certificate through Akuro Limited)
- Level 3 Certificate in Assessing Vocational Achievement

- Level 3 Award in Preparing to Teach in the Lifelong Learning Sector
- Level 3 Award in Education and Training (from September 2013)
- Level 3 Award in First Aid at Work
- Level 2 Award in Door Supervision
- Level 2 award in Security Guarding

Unit 5, Twydale Business Park, Skerne Road, Driffield, East Yorkshire YO25 6JX

T: 0044 1377 257222 E: info@akuro.co.uk W: www.akuro.co.uk



HOW TO CLAIM

Before registering for any learning activity serving personnel must get authorisation from their line manager (part four of the claim form) and Education Staff (part five) to ensure that their chosen course meets the MoD requirements for ELC funding.

Ex-Service personnel must get authorisation at part five of the claim form from their Single Service Representative (www.enhancedlearningcredits.com/Claiming/Ex-service%20Personnel). There are several factors to consider:

TIP ONE

You must fully research both the Provider that you choose and

the course that you wish to study.
TOP TIP: Please note that providers may move on and off the approved list and so it is advisable to check your provider is approved before you undertake any claim.

TIP TWO

ELC funding is only available for courses that result in a Nationally Recognised Qualification at level three or above on the National Qualification Framework or level six or above on the Scottish Credit

and Qualifications Framework. Just because an organisation is listed as an Approved Provider does not mean that all of their courses are of the required level.
TOP TIP: A list of the references to help with course level research may be found on our useful contacts page under the claiming tab. You must refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development and your Education Staff for guidance with regard to eligible activities.

TIP THREE

You must present your Claim Authorisation Note (CAN) to your chosen Provider before your course start date. If for any reason you do not undertake the course you must submit a request to cancel/reinstate the claim. Failure to do so may result in the loss of Scheme Membership, which will prevent any future claims.
TOP TIP: Keep a copy of your CAN as

you will need the reference numbers for completing your evaluation form.

TIP FOUR

Requests to cancel claims must be authorised by your Educational Officer and then the Single Service Representative and as such you must ensure that you fully research the course and the requirements prior to submitting a claim for ELC funding. Claimants need to be aware of the implications of cancelling or withdrawing from a course of study funded by ELC. Always consult Education Staff before doing either in the first instance, as it can have a serious effect on future ELC eligibility. (See cancellation/reinstatement section).

TIP FIVE

For all claimants in Service the proposed learning activity must be of benefit to the Service. Applicants are required to demonstrate that their proposed course of study is as a result of careful planning (use Personal Development Records).

TIP SIX

You must make a personal contribution of at least 20% towards the total course cost. You will also be responsible for any costs associated with food, accommodation, course books, material, travel and subsistence. Learners are to meet the cost of their minimum 20% personal contribution from their own resources.
BE AWARE: MoD rules strictly forbid the acceptance of inducements or incentives from providers including subsidies, free accommodation, travel and equipment. Learners who breach these rules risk forfeiting their ELC membership.

TIP SEVEN

If you are making a second or third claim you must first ensure that you have completed the Evaluation Form via the website for all previous courses funded using ELC. You must also provide documentary evidence to demonstrate that you have completed previous courses to your Education Staff / Single Service Representative.

Image: Konstantin Chagin, www.shutterstock.com

EX SERVICE PERSONNEL

Please note this page contains the guidance notes for claimants who are no longer in Service, please ensure you read the Claiming ELC only page of the website.

Once eligible to claim you may submit a claim up until ten years after you leave the service. Personnel who are still in Service, and/or in their resettlement phase, should refer to their Education Staff and the guidance on the Claiming ELC only page of the website.

As a service leaver you may be eligible to claim under the Joint Funding Initiative (PF FE/ HE Scheme). For full details and to check the eligibility rules please visit the website.

PROCEDURE FOR CLAIMANTS NO LONGER IN SERVICE

Please note that the following information must be submitted via post to your Single Service Representative a minimum of 25 working days prior to your course start date/registration date:

TOP TIP: MoD and ELCAS rely on accurate completion of evaluation forms to help us assess Learning Provider performance. Please help your fellow claimants to access the best possible learning provision by providing timely and accurate evaluation feedback.

TIP EIGHT

If undertaking courses in quick succession it may be necessary to submit a claim for a second or third course before the previous course has ended. In these cases the Course Evaluation Form can be submitted when you have completed enough study to effectively evaluate the Provider.

TIP NINE

If your course is split into modules, list each module you are claiming for. However, for longer courses of study such as degree level, where the academic year is out of synch with the financial year, it is permissible to use one claim for several modules which count towards a continuous and recognised block of study which may extend into or start in the next financial year.

TOP TIP: You must refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

TIP TEN

Retrospective ELC claims are not permitted. Claim forms must be received by ELCAS at least 15 clear working days prior to the course start date. You must ensure that you have enough time to receive the Claim Authorisation Note to present to your chosen provider before the course starts. (Please note that for courses with Open University the CAN must be presented to them by the final course registration date). You should not set up a loan/credit agreement for the full cost of the course under any circumstances. ●

SINGLE SERVICE REPRESENTATIVES

Personnel should only contact their Single Service Representative (SSR) if they have been unable to find the answer to their query on the website and the FAQs page.

AMENDING, CANCELLING & REINSTATING A CLAIM

All Learners wishing to withdraw from their chosen learning activity should contact their Education staff. Single Service procedures and Notes for Guidance must be referred to. Learners are reminded that re-instatement of an ELC instalment is only permitted for those who have to withdraw from a course of study because of operational or compassionate circumstances. Further details can be found at paragraph 28 & 29 of JSP 898 Part 4 Chpt 3.

What is not acceptable for consideration of re-instatement of an ELC instalment is where an individual has started a course and failed to carry the learning through to completion because either the course did not meet their expectation or they simply gave up through lack of commitment.

Scheme members who request a reinstatement under such circumstances risk forfeiting their ELC instalment and membership eligibility of the ELC scheme. If ELCAS has already generated a payment file for the learning activity then the Learner should follow the Single

Service reinstatement procedure NOT the cancellation procedure. Outlines of these procedures

along with the necessary forms are available through the links from this page. ●

LEARNERS WISHING TO AMEND THEIR CLAIM DETAILS SHOULD FOLLOW THE GUIDANCE BELOW:

CHANGE OF DETAILS	PROCESS TO FOLLOW
Change of course start date (up to three months)	Amendment
Change of course start date (greater than three months)	Cancellation/Reinstatement
Change of course end date	Ed Staff/Line Manager to agree. ELCAS do not need to be informed
Change of course costs (total, ELC grant or contribution value)	Amendment
Change of course costs from lower tier to higher tier (claim form signed prior to claimant becoming eligible at higher tier rate)	Cancellation
Addition or Deletion of a module from an overall course (only to be permitted where resultant course still fulfils eligibility criteria)	Amendment
Change of course	Cancellation/Reinstatement
Change of Provider	Cancellation/Reinstatement
Change of course code	Amendment
<i>N.B All amendments must be received by ELCAS in writing (email, fax or letter) from a member of Education Staff who is authorised to sign off claims.</i>	

- Fully completed claim form (section 1, 2 and 3) – provided as single-sided pages submitted via post unless residing overseas.
- Evidence of your last day of Service which can be one of the following:- copy of your discharge document, copy of P45 terminating employment, document stamped by regiment confirming leaving date.

- A copy of your driving licence or passport.
- A copy of a utility bill showing your home address.
- Full information about the course that you wish to undertake to include details of your registration date where applicable.
- A copy of your Acknowledgment of Scheme Membership.

- A letter explaining how your chosen course of study will contribute towards personal development.
- Completion and submission of course evaluation form for all previous ELC funded courses.
- RAF Personnel can request a copy of their discharge document from the RAF Disclosures team at www.raf.mod.uk/links/contacts.cfm

- Army Personnel can request details of discharge dates from the Army Personnel Centre – phone number **0845 6009663**

Remember! If you are submitting your second or third claim you must complete your previous claim evaluation form. You can do this online now. ●

CHOOSING YOUR LEARNING PROVIDER

A key stage of making a claim is choosing a suitable learning activity and Provider.

Your chosen organisation must be an ELC Approved Provider. For claims including an element of PF FEHE funding your chosen organisation must also be a PF FEHE approved provider. Use only the comprehensive list of Approved Providers available via the search engine.

The easiest way to identify a suitable provider is to use the search filters available, using these results you can

then either refine your search to take into account other factors or you can explore the individual provider websites through the links provided. This search engine facility also allows searches for PF FEHE approved providers, Approved Learning Providers by name, The Geographic Area, Course Title, and/or Delivery Method. Please note that when searching for Learning Providers offering distance learning you should not search by geographic location. ●

POINTS TO NOTE WHEN BOOKING YOUR COURSE

- It is important that you do not set up a loan/credit agreement for the full fee amount under any circumstances. You must not pay any money to the Provider before you receive your Claim Authorisation Note (CAN).
- Learning Providers should not request payment for either the ELC portion of the fee or the PF FEHE portion of the fee from you directly. The Learning Provider will invoice DGFM separately for this.
- Please note that although the Learning Provider as an organisation may be approved you must still ensure that the specific course has been approved by MoD. The course must also appear on the Provider's course listing on the ELCAS website Learning Provider Search Engine. (ELCs may only be claimed for learning which results in a nationally recognised qualification at Level three or above on the National Qualifications Framework (NQF) (England



and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification.) Publicly funded providers may offer any publicly funded course provision at the required levels and may provide a link to their prospectus in lieu of a course listing. Please see PF FEHE page for rules regarding eligible learning in respect of this funding element.

- If you are not happy that your chosen Learning Provider is following the ELC scheme policies please detail your complaint in writing via your Education Staff or Single Service Representative.

EVALUATION FORM

Part of our process to ensure continuous improvement and consistency throughout all aspects of the Enhanced Learning Credits Scheme, aspects of Learning Provider service provision will be evaluated.

If this is not your first ELC claim you must submit an evaluation form before going on to complete your next claim.

Evaluation Forms should be completed within 12 weeks of the course finish date. If you require your Claim Authorisation Note (CAN) number and Learning Provider code then please contact the ELCAS helpline.

When entering your date of birth please ensure you enter it in the format shown DD/MM/YYYY. ●



USEFUL CONTACTS & LINKS

- Claimants no longer in Service should refer to their Single Service Representative (details below) in place of an Education Officer/Centre.
- All questions or issues with regard to the ELC Scheme policy or procedures should be presented to your Education Officer/Centre.
- To check scheme policy you should refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

ELCAS CONTACT DETAILS

ELCAS, Security House, Alexandra Way, Ashchurch, Tewkesbury, Gloucestershire GL20 8NB
Email: elcas@uk.g4s.com

Useful sites for checking that a learning activity is at Level 3 on the Qualifications and Credit Framework:
www.qcda.gov.uk/

YOU MAY ALSO REFER TO:

- The National Academic Recognition Centre for the United Kingdom (UK NARIC)
- Universities and Colleges Admissions Service (UCAS) Directory.

HOW DO I MAKE A CLAIM?

Firstly read the Joint Service Publication (JSP) 898 Part 4 Chapter 7 and ensure you meet the eligibility criteria.

- Download the PF FE/HE claim from the 'Specific Downloads' section - only this version can be used. Any other replicated form will be rejected.
- Check the ELCAS database of approved PF FE/HE providers – Publicly Funded FE/HE providers for the purpose of this support will be highlighted and ensure the chosen course is designated for student support.
- If you are a service leaver please ensure you send the required documents with your PF FE/HE claim form which can be found on the ex-service page of the website along with your SSR's address.
- If wishing to use a new provider ensure they will be eligible to participate in this scheme (they must deliver Publicly Funded FE/HE) and ask them to apply

for approved provider status as per the information on the Providers page of the ELC website.

- As with the current ELC scheme – try not to leave everything to



the last minute. Allow time for any new providers to be accepted onto the scheme. Once accepted you can submit your application. Allow at least eight weeks to go through this process – more if possible. Leaving it too close to the wire may result in your application not being processed in time for the start of your course.

If you have any questions with regards to the above then please discuss with your educational adviser or Single Service Representative.

CLAIMANTS PLEASE NOTE: YOU ARE REQUIRED TO SUBMIT A CLAIM FOR EACH ACADEMIC YEAR OF THE COURSE. ONLY ONE YEAR OF STUDY SHOULD BE ENTERED ONTO EACH CLAIM FORM

- Please ensure you update the Retirement/Last Day of Service date via the 'Update Member Details' screen before processing a claim. Incorrect dates may

affect the recorded eligibility ie. low or higher tier and may result in incorrect claim validation. The retirement date field is greyed out as you cannot type in the field however to amend the retirement date, you should click on the calendar icon. If you click on the date, eg August 2010, you will be able to bring up the year, eg 2010 and you will be able to choose the month. If you click again on the year it will bring up a range of years. You are able to scroll left and right in order to bring up the correct year. Click on the year that you require, then the month and then the day.

- If you refer a claim to ELCAS and you intend to print the CAN once the query is resolved, please confirm this in the referral.
- Please be aware that currently the 15 day ruling remains in place for all claims and the online claims system validation reflects this ruling. If you have a valid request for an override it will therefore be necessary to refer to your Single Service Representative in the usual way.
- You may access the user guide via the question mark icon in the right hand corner of each page.
- Non-continuous service may be added via the claim function however it is essential that the dates are entered correctly to ensure that the system calculates the correctly claiming eligibility. Please contact ELCAS if you have a query in this respect. ●

ELIGIBILITY RULES

IN ORDER TO TAKE ADVANTAGE OF THE SUPPORT CLAIMANTS MUST:

- Have completed four years full-time service.
- Previously joined the Enhanced Learning Credit (ELC) scheme and completed at least four years qualifying scheme membership.
- Only apply for a first eligible FE/HE qualification at the level for which they are academically qualified to enter learning on leaving the Service.
- Have left the Service or entered their qualifying resettlement phase on or after 17th July 2008.
- Meet UK's residency requirements to qualify for full state subsidy.

- Be undertaking at least the equivalent of 50% of a full time course.
- Undertake learning with an approved provider listed on the ELCAS database as a PF FEHE provider and ensure the chosen course is designated for student support.
- Personnel (who have passed out of Phase 2 training into operational service) are not required to meet the four year qualifying time if they are medically discharged from Service. They are still required to have registered for ELC scheme membership.

QUALIFICATION LEVEL

This commitment will provide access, free from tuition fees, for your:

- First Level three or national equivalent. This refers to a first full Level three i.e. the achievement of two GCE A levels (A2) (passes at A-E) or vocational equivalent as defined by the National Qualifications Framework (NQF) or the Qualifications and Credit Framework (QCF) (England and Wales); or in Scotland a Level six qualification (SVQ Level three on the Scottish Credit and Qualifications Framework (SCQF).
- Or a first foundation degree or first full undergraduate degree or national equivalent. Typically to be eligible for this support, the higher education qualifications would be at levels four-six of the Framework for Higher Education and Qualifications

in England, Wales and Northern Ireland (FHEQ) eg: a first undergraduate degree (including foundation degree) or Higher National Certificate or Diploma for which the entry qualification is lower than a degree and which normally takes place at a publicly funded institution.

- In Scotland the equivalent qualification is a Higher National Certificate (HNC), Higher National Diploma (HND) or a first undergraduate degree, undertaken at a further education college (FE college) or a higher education institution (HEI). ●

Information for this article as given on the official ELCAS website www.enhancedlearningcredits.com please refer to the website for any future updates.



DEFINING TOMORROW'S ENVIRONMENTS

**13 week complete
domestic gas course
with guaranteed work
experience**



A preferred supplier to the
career **transition** partnership
The Ministry of Defence working with Right Management



Contact us today to book your place on
0191 643 2233 or email us on
gastraining.info@kier.co.uk

Check out www.gastrainingatkier.co.uk
for the latest news, case studies and
training courses.

**SOME ENGINEERS
GET NOTICED MORE
THAN OTHERS.**

Institution of
**MECHANICAL
ENGINEERS**

**JOIN UP FOR
RECOGNITION
SUPPORT
ADVICE
PROFESSIONAL
DEVELOPMENT**

**SIMPLIFIED
APPLICATION
PROCESS**

**BE RECOGNISED
BE REWARDED**

**07590 735 816
ARMEDFORCES@IMECHE.ORG
IMECHE.ORG/ARMEDFORCES**

Improving the world through engineering

nucotraining

THE LARGEST PROFESSIONAL NETWORK OF
FIRST AID AND COMPLIANCE INSTRUCTORS

SINCE 1998

Start your career with one of our level 3 Instructor Courses



2 x 5-DAY COURSES /

First Aid Instructor 5-day courses:

JANUARY: Doncaster, Telford, Oxford, Portsmouth and Chatham
FEBRUARY: Glasgow, Lincoln, Bristol and Telford
MARCH: Durham, Colchester, Salisbury, Hemel Hempstead and Edinburgh
APRIL: Exeter and Telford
MAY: Portsmouth, London - Sutton
JUNE: Bolton, Doncaster, Telford, Lincoln, Oxford and Colchester

Upcoming Health and Safety compliance 5-day courses:

JANUARY: Hemel Hempstead
FEBRUARY: Doncaster
MARCH: Bristol and Lincoln
APRIL: Durham
MAY: Exeter
JUNE: London - Sutton and Telford

Accredited qualification certificates are provided at the end of each course

Both courses can be combined to create a 10-day Compliance Instructor course.
Includes the Level 3 Award in Education and Training (formerly PTLLS)

- On-site instructor training available at reduced rates

Tel: 08456 444999 • Email: info@nucotraining.com • www.nucotraining.com

FOR OVER 23 YEARS CERCO HAS BEEN TRAINING EX FORCES THE RIGHT WAY

Cerco I.T. Training and Recruitment Ltd.



ABSOLUTELY FREE INSTRUCTOR LEAD, CLASSROOM BASED 10 DAY I.T. TRAINING COURSE

To those who we believe are suited for a career in I.T. Support

After the training, what then?

Our recruitment team offer you the opportunity of working for us on a contract basis at full market rates of pay.

You are not committed to work for us unless you want to.

We work with some of the largest I.T. companies in the UK; Fujitsu, BT Engage and Ricoh etc.

Why do these companies and others work with us?

More and more today, employers are looking for people trained vocationally; **they need to know that they have been trained to do the job not just to pass exams** and Cerco have been at the forefront of this type of I.T. training for over 23 years.

Gaining qualifications are important in furthering your career but not at the start of it. **So save your ELC's till you need them later on in your career; don't waste them at the start!**

What can Cerco do for you if you are already qualified?

Contact our recruitment team as our client base are looking to Cerco for highly qualified I.T. Engineers.

We will arrange for an interview with us, at which your skills level and aspirations will be discussed; then we will find you either suitable I.T. contracts or permanent positions to match your qualifications.

INTERESTED? THEN CONTACT US TODAY

info@cercoitrecruitment.co.uk
or call **01270 219760**

***you have nothing to lose
and everything to gain!***

