

ER

Autumn 2019 £Free

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

magazine



100
employers awarded for supporting the
Armed Forces

Atlantic Forces

Morson supports British Army in race across the ocean



BRITISH TRANSPORT POLICE NEED YOU

Moving 1/4 million tonnes of freight, from depots to docks and over 6 million people travel every day on Britain's railways. **P30**

UCP SPECIALISE IN CLOSE PROTECTION

Reasons why you should use UCP Group as your close protection training provider. There are many courses to choose from. **P40**

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THE ELC SCHEME

Promotes lifelong learning and financial support in an upfront payment amongst members of the Armed Forces. **P74**

The pension guidance you want on resettlement but didn't know who to ask.



GUIDANCE WHEN YOU NEED IT MOST

Ask us. Job done.

We know Resettlement can be stressful. We also know how it focuses your mind on your pension options and entitlement. And we know how important it is to make the right decisions. These are issues our Pension Advisory Team deals with on a daily basis. That's why we're the right people to ask.

So many options

Our role is to inform and guide you on issues such as commutation, tax allowances, aggregation of pensions, divorce and pension orders, Reserve service, medical awards, FTRS, state pension and more. To make matters even more complex, you may be on more than one Pension Scheme. There is no "one size fits all" answer. Your circumstances are unique to you and that's why you'll benefit from the personal service of our team.

Independent, not-for-profit

Independence is critical to our work. We call governments to account wherever we spot unfairness or injustice in the Armed Forces Pension Schemes and we campaign for improvements on behalf of the whole military community. We also represent your interests, giving you a voice on the Public Sector and MoD Pension Boards.

Visit www.forcespensionsociety.org/join-now

From the moment you join us you will not only have access to our Pension Advisory Team but also to a wide range of membership benefits from discounts on new cars, white goods, outdoor clothing and equipment and pet insurance to low-cost money transfers and much more.

Annual membership for you and your spouse/partner costs just £39.

IT PAYS TO UNDERSTAND YOUR PENSION

Forces Pension Society

68 South Lambeth Road, Vauxhall, London, SW8 1RL

Tel: 020 7820 9988 - email: memsec@forpen.co.uk - www.forcespensionsociety.org



MENTORING

TRANSITION CAN BE TOUGH

SSAFA, the Armed Forces charity provides a face-to-face mentoring programme to help service leavers and their families, during their transition from the military back into civilian life.

Our specially trained volunteers are here to guide and help you deal with any issues with your transition to civvy street. Available to any service leaver and their spouses* for up to two years post discharge.

To get the support you and your family need, email us at mentoring@ssafa.org.uk

For more information on how SSAFA can help, visit ssafa.org.uk/mentoring

*Also available to spouses who separate from their partner during service.

ssafa | the
Armed Forces
charity

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Welcome...

Welcome to the Autumn 2019 issue.



been through the resettlement process, and now successfully fulfilling their new careers in "civvy street" after military life.

In every issue we work with various organisations and charities to assist with making your Resettlement an Easy one! Which is why within this magazine you will see information from The Career Transition Partnership known as the CTP. We have been working with them for many years and attend their employment events where we get to speak with many of our readers.

In this issue we are proud to include information about the MOD's Employer Recognition scheme Gold award winners. This prestigious award was launched in 2014 by the, then Prime Minister, David Cameron to recognise employer support for the Armed Forces Covenant.

Employers who achieve the "Gold Award" have been recognised for employing former service personnel, their family members and reservists, on the 22nd August 2019, 100 employers were announced as achieving the Gold award status. Defence Secretary Ben Wallace said: "These awards recognise the outstanding support for our armed forces from employers across Britain and I would like to congratulate each and every one."

The 100 winners will be presented with their awards on the 12th November 2019 at the National Army Museum in London. The Winter 2019 issue of Easy Resettlement will be featuring the events and showcasing some of the winners which include 23 Local Authorities, 13 NHS Hospitals and Trusts as well as 29 SME's. There have now been 228 Gold award winners recognised for their support.

Easy Resettlement magazine works tirelessly to highlight companies that are actively looking to recruit service leavers and veterans. This issue we have many great employers who are keen to recruit you and your transferable skills gained whilst serving, many of these employers offer training and have included editorials about the company and opportunities they offer, further highlighted by case studies from those who have

There is information about the enhanced learning credits scheme, known as elcas. This is always at the back of each issue and informs you of your entitlements to funded training and how to apply.

We are proud to be sponsored by SSAFA the UK's oldest National Tri-Service charity who were founded in 1885. SSAFA works to ensure that the needs of the Armed Forces, veterans and their families are met in an appropriate and timely way in recognition of their service to the Nation.

Easy Resettlement magazine is distributed by BFPO to 825 addresses in the UK and Overseas, you can also receive a digital version by subscribing online for free, having each issue emailed to you along with monthly employment opportunities.

Visit www.easyresettlement.com/subscription/ to subscribe, or you can keep up to date with us on various social media sites listed below

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**KIND REGARDS
THE EDITOR**

1000

employers awarded for supporting the Armed Forces

On 22 August, 1000 employers were recognised by Defence Minister Ben Wallace for their outstanding support for the Armed Forces community by being awarded an Employer Recognition Scheme Gold Award.

They will be presented with their awards on 12 November 2019 at the National Army Museum in London. The MOD's Employer Recognition Scheme Gold Awards represent the highest badge of honour available to those that employ and support those who serve, veterans, and their families. The scheme continues

to grow year on year with awardees doubling in the last 12 months taking the total to 228. Employers have won awards for initiatives such as employing veterans, supporting individuals transitioning out of the armed forces into a new career and providing flexibility for Reservists. Included are 23 Local Authorities, 13 NHS Hospitals and Trusts and 29 SMEs.

The 100 winners have been recognised for their long-term commitment to the Armed Forces, with companies from the public and private sector achieving the top grade. Each has signed the Armed Forces Covenant, and where possible, engages with the Career Transition Partnership (CTP) to promote the recruitment of service leavers, as well as honouring individual pledges of support.

Defence Secretary, Ben Wallace said:

"These awards recognise the outstanding support for our armed forces from employers across Britain and I would like to thank and congratulate each and every one."

"Regardless of size, location or sector, employing ex-forces personnel is good for business and this year we have doubled the number of awards in recognition of the fantastic support they give."

Minister for Defence People and Veterans Johnny Mercer said:

"Veterans make a huge contribution to businesses across the country and it's fantastic to see a record breaking number of organisations recognised for their support."

"We're working closely with businesses to help them further understand the huge value that veterans, reservists

and military spouses can bring to their organisation."

Amazon UK have a dedicated Military Talent Acquisition team as well as hosting Military Insight Days. Doug Gurr, their UK Country Manager said:

"We are delighted to have been awarded Gold in the UK Defence Employer Recognition Scheme, which is recognition of the huge contribution hundreds of UK ex-Service personnel make every day here at Amazon. The transferable skills of veterans and reservists are a great fit for a company made up of builders, innovators and inventors. So as we continue to invent on behalf of our customers, we hope to see more come build the future with us."

Georgina Yellowlees, Director Talent Acquisition Amazon EMEA comments:

"Amazon UK are exceptionally proud to receive the ERS Gold Award in recognition of our support to the Armed Forces. Veterans, Reservists and Military Spouses form an extremely important part of our ever-growing workforce. Their leadership and management skills, honed during military service, are second



to none, driving our ability to keep our customer promise everyday."

IED Training Solutions Ltd was set up in 2015 by two former Royal Marines and has a strong reputation in the field of risk and trauma management, drawing heavily on the team's military training and expertise. Ian Clark the Managing Director said:

"We feel honoured and incredibly proud to receive this recognition for our work and continued commitment to the Armed Forces community and supporting this community is a primary focus for IED."

The company is wholly owned and operated by former full career Royal Marines and 'the Commando Distinction' characteristics, [versatility, value, excellence], very much underpin our business strategy."

As a national business which provides training and consultancy, we're well placed to advocate the benefits of Reservists and service leavers. We believe the leadership and technical skills that military personnel develop during their service, prepare them well for career transition" ●



THE 2019 EMPLOYER RECOGNITION SCHEME GOLD AWARD WINNERS ARE

1. Aberdeenshire Council
2. Aintree University Hospital NHS Foundation Trust
3. Alford Technologies Ltd
4. Amazon UK
5. Amazon Web Services
6. AmmarM UK Limited
7. Aneurin Bevan University Health Board
8. Anglian Water
9. Arcanum Information Security Ltd
10. Ascot Care
11. Auctus Management Group Ltd
12. Biscoes Solicitors
13. Bovis Homes
14. Brighton & Sussex University Hospitals NHS Trust
15. Brunel University
16. Caerphilly County Borough Council
17. CAIS
18. Carbon60
19. Caterpillar Peterlee
20. CDS Defence Support
21. CGI UK
22. Charnwood Borough Council
23. City Building
24. City of Edinburgh Council
25. City of York Council
26. Colchester Borough Council
27. College of West Anglia
28. Conwy County Borough Council
29. County Durham and Darlington Fire and Rescue Service
30. CPPC Logistic Group of Companies Ltd
31. Derbyshire Community Health Service NHS Foundation Trust
32. Digital Telecoms Network Academy Ltd
33. East and North Hertfordshire NHS Trust
34. Edinburgh Napier University
35. Finchale Group
36. Flintshire County Council
37. Focus7 International Ltd
38. Foreland Shipping Limited
39. G&A Security NE Ltd
40. GE (UK & Ireland)
41. Harrison Clark Rickerbys Solicitors
42. Hartlepool Borough Council
43. Hertfordshire County Council
44. High Speed Two (HS2) Ltd
45. HMP Whitmoor
46. IED Training Solutions Limited
47. Inzpire Ltd
48. Jacobs UK Ltd
49. KBR UK Ltd
50. Knockhill Racing Circuit
51. Leicestershire Partnership NHS Trust
52. Leidos Europe Ltd
53. London Borough of Lewisham
54. London Electronics Ltd
55. Midlothian Council
56. Morrison Utility Services
57. Motivational Preparation College For Training (MPCT)
58. Newport City Council
59. North Tyneside Council
60. North Warwickshire Borough Council
61. Northumbria NHS Foundation Trust
62. Nuneaton and Bedworth Borough Council
63. OppO Recruitment Limited
64. Police Scotland
65. The Poppy Factory
66. Qioptiq Ltd
67. Rangers Football Club & Rangers Charity Foundation
68. Rolls-Royce plc
69. Royal Devon and Exeter NHS Foundation Trust
70. Royal Mail Group Limited
71. Royal National Orthopaedic Hospital
72. Rushcliffe Borough Council
73. Santander UK
74. Schroders
75. SecureCloud+ Limited
76. South Tyneside Homes
77. Sporting Force
78. St Helens and Knowsley Teaching Hospitals NHS Trust
79. St Helens Council
80. Stirling Council
81. Sunderland City Council
82. Sunderland Clinical Commissioning Group
83. Tameside Metropolitan Borough Council
84. Thales UK Ltd
85. Tom Harrison House
86. Trafford Council
87. Travis Perkins
88. TSG Marine
89. University Hospital of North Midlands NHS Trust
90. University of Central Lancashire
91. Veolia UK
92. Virgin Money
93. Vodafone
94. Wagtail UK Limited
95. Warwickshire Police
96. West Dunbartonshire Council
97. West Mercia Police
98. West Midlands Ambulance Service University NHS Foundation Trust
99. Wood Plc
100. Yodel





powerlines to cause potential issues with electrical supply and they then use a chainsaw (a large metal object) at arm's length to remove those branches closest to the overhead powerline. This type of work is very specialised and incredibly dangerous. Not only do the operatives require all the certification, equipment and learning required for an arborist operating in a domestic setting, they also require an understanding of the electrical network in the proximity of which they are operating. This additional requirement for certification can act as a barrier to entry for many, not necessarily due to the difficulty of the testing but due to the lack of necessity for the larger part of the sector.

We are always on the lookout for committed and enthusiastic staff willing to push and challenge themselves on a daily basis. At Oakwick we want everybody to feel a valued part of the business and everyone receives a warm welcome and introduction to the Company. We work with our staff to ensure they remain focussed and driven and offer training and development throughout their career to ensure that when the time comes for someone to take the next step on the ladder they have all the tools necessary to be a success.

provide to our clients include not only the day to day maintenance of the vegetation in proximity to the electrical network but also a 24 hour-a-day seven day-a-week emergency response service in case the worst should happen and the integrity of the network be compromised by trees either through unforeseen failures or, through catastrophic events such as high winds and storms.

Utility arboriculture is the management of vegetation in the proximity to overhead powerlines. This means we send our staff to work at height in trees that are close enough to overhead

If you are a team player with a good work ethic, good decision making, flexibility, excellent communication and computer skills then we will look forward to hearing from you. ●



Oakwick

We were incorporated in 2005 and have grown year on year from that point.

We started out working as a sub-contractor working predominantly in the Midlands and then grew to encompass the Midlands and South East before winning our first Tier 1 contract in 2012 with ESB in Ireland. Following the completion of that contract we won a large Tier 1 contract in the South East with UKPN covering the 132kV network in two of their three areas. Since that point we have grown and during the last round of tenders in 2015 we successfully won the 132kV and 33kV vegetation management contracts across the entire UKPN footprint.

Oakwick are essentially a tree surgery business, we carry out the felling, trimming and shaping that any other tree surgery Company would carry out often in gardens, parks and schools. What makes us unusual, although not unique,

is that we have chosen from our very inception to focus on the electrical Distribution Network Operators (DNOs) as our mainstay. Unlike tree surgery companies that focus on the domestic market our work is less seasonal offering year-round cutting to some of the largest DNOs in the country. We employ 35 people directly with another 103 sub-contract cutting staff who are employees of smaller Companies. The services we



CASE STUDY: STEVE, REGIONAL SUPERVISOR

I started working in Utility Arboriculture in July 1991 when I was 16 starting at the bottom as a brush dragger with no qualifications. Since that point I have worked for Companies on all the DNOs in the Country like WPD, SSE and UKPN. Improving myself along the way with a National Diploma and all the certificates required for climbing and cutting trees, working from a MEWP and CSCS training. Having spent 28 years now in the industry and having worked at every level within the business from the lowest level dragging brush to running the whole region of Norfolk, Suffolk, Cambridgeshire and the home counties North of London. I feel I can offer a comprehensive insight into the life of a tree-cutter at all levels within the industry.

The basic principle behind what we do is to ensure that trees and powerlines remain a safe distance from each other and that all the work we do is carried out in the safest possible manner. Utility Arboriculture certainly has its dangerous moments: sending a man up a tree near a powerline with 132kV Volts flowing through

it with a piece of metal in your hand is just about as dangerous as we get in the civilian world.

During my years in the industry I have worked in a number of roles. These can be broken down into the following categories:

Operatives: Essentially the tree surgeons, those guys working in a team usually of two although some of three with a climber and a groundman; one cutting the branches away from the line, the other on the ground managing the site, watching for hazards and clearing brush to make sure all is safe. The guy on the ground also acts as the aerial rescuer should



there be an incident leaving the climber incapacitated at height.

Surveyors: Generally lone workers in a van surveying the line ahead of the team ensuring the teams have sufficient work to keep them busy. This is a very customer focussed role with a lot of dealing with the public. Either in negotiating consent for the work or in dealing with potential issues that arise during or after the works

Senior Surveyor/Supervisors:

Covering a larger area or region planning and booking work and mechanical intervention and dealing with higher level complaints and issues as well as larger stakeholders to ensure they are given the best service and suffer the least disruption possible. This is in addition to carrying out audits and putting teams to work. Also spending time with the Client in the audits and looking at potential additional sites that have been escalated by the Surveyors.

The days can be long in any of the roles sometimes starting at 4am but it is also incredibly rewarding knowing that we are keeping the lights on for millions of people!



Oakwick is a Lincolnshire based tree surgery company and we specialise in:

- Sympathetic tree reductions
- Tree removal
- Hedge trimming or flailing
- Removing dangerous trees and branches, especially when close to houses
- Larger scale site clearances

We are **fully insured** and **highly qualified** so please do not hesitate to contact us.



Oakwick Utility Arborists Ltd, Unit 2 Elm Grange Studios, East Heckington, Lincolnshire, PE20 3QF
Email: enquiries@oakwick.co.uk **Tel:** 01529 968 501 **Mobile:** 07803 514 195

Atlantic Forces

Morson supports British Army in race across the ocean

Morson Forces is the specialist division of leading recruiter, Morson Group, which is dedicated to connecting service leavers with civilian careers.

As part of their continuing support for the ex-forces community, Morson, have become the prime sponsor of the British Army's Force Atlantic team in the Atlantic Challenge rowing race.

The premier event in ocean rowing, the Atlantic Challenge is a 3,000-mile row from San Sebastian in La Gomera, Canary Islands, to Nelson's Dockyard, English Harbour, Antigua & Barbuda. The race takes place annually from early December, with up to 30 teams participating from around the world.

Morson Group has been supporting the British military for more than 20 years, with its dedicated Morson Forces team comprising several ex-military personnel that possess a combined 70+ years' forces experience. Collectively, they have successfully placed thousands of ex-Forces personnel into roles that are perfectly-suited for these skillsets, with employers that seek out the specialist expertise held by the armed forces.

Morson's inspiration for sponsorship of the Atlantic Challenge was two-fold, as head of Morson Forces Adrian

Head explains. "Firstly, our company has a long track record of sponsoring athletes in various sports but until now, not rowing. Secondly and crucially, the commander of the Force Atlantic team, Lieutenant Colonel Rich Hall MBE, is the Commanding Officer of the Army Foundation College in Harrogate, the only Junior Entry Phase 1 training establishment in the British Army."

The college delivers long-term educational opportunities for young people from a variety of backgrounds, providing personal development and equipping them with leadership skills to succeed in life, either within or beyond the military. As Adrian comments, "this provides a diverse talent pool for the Army to draw from. Ultimately, this improves the quality of our Morson Forces contractor base when those from the College leave the military and are looking for their next career move."

A recipient of the Employer Recognition Scheme (ERS) Gold Award from the Ministry of Defence for outstanding support to veterans, Morson Forces has in excess of 2,500 ex-military personnel working across a variety of client projects in the UK and overseas. Its placements of contractors and permanent staff have included mechanical, electrical and avionics roles with the Ministry of Defence (MOD), Royal Navy, Army and RAF.

Morson are also involved with The Soldier's Charity, the beneficiary of the funds from the Force Atlantic team. In 2019, The Soldier's Charity became one of Morson's chosen charity partners and their Ex-Forces Ambassador Corporal Andy Reid MBE has had long ties with the charity.

THE ROW

Alongside the commander Lieutenant Colonel Rich Hall, the team consists of Captain Alex Walsh, Captain Chris Hames and the youngest of the team and a recent College Junior Solider graduate, Private Kian Helm. Captain Chris Hames, whose 30 years in the army includes 20 years with the Royal Army Physical Training Corps, spoke about the make-up of the diverse team and the race ahead.

"The rank and age gaps haven't been without issue. It's taken time



for us to get to know each other, understand our strengths and areas where we need to support each other. There's a healthy respect for each other's experience and simply no other words needed."

To successfully complete the voyage in good time, the crew must be able to work together and harness each other's skills and traits. "We all have our strengths which will help us massively. Kian is a great joker and keeps morale high. Skipper Rich is excellent at taking everything in and suggesting perfect plans and while I have a knack of problem solving when needed, Alex tempers my 'just do it' approach with analytical thinking."

With little under four months to go, the crew have been training hard to prepare for this huge undertaking. "The training has been both physically and mentally challenging, as you would expect. We have been concentrating on core, posterior chain exercises and of course rowing, both long steady distance and benchmark setting. The hardest benchmark setting to date is 90 minutes full effort on an indoor rower. That's enough to put most people off!"

As well as physical sessions on dry land, the team must spend time out on the boat to get used to the conditions in which they will be working. Among the many dangers on the route, including 20ft waves, the team battle against the physical extremes faced by participating in such a long and strenuous challenge like salt sores and sleep deprivation. "Easily the toughest actual session so far was our recent three-day trip out in the boat. We went through all the drills as we will in real time and our return leg saw us fighting the tide and wind. It was hard and painful. It was the crew spending in excess of five hours constantly rowing and was absolutely what we needed to really test us."

It is estimated that each team will row in excess of 1.5 million oar strokes throughout the course of the journey.

The team rely on a desalination device on board the boat to purify sea water for drinking. It's estimated that each of the three crew members will burn between 5,000 and 10,000 calories a day, and so the dehydrated rations on board are high in calorific content, if low on taste. "They're not too bad but

they'll quickly become boring. We do have snacks to dip into to break up the monotony of the rations."

For around six weeks, the three-man crew will live a life of strict and tiring routine – two hours rowing, two hours off, 24 hours a day. "It's very tough but it's something that we will adjust to. We'll probably manage six hours sleep per day because certainly some of our two hours off will involve personal and boat maintenance."

Over €6 million has been raised for charity over the course of the last four races, but the members of the crew are all driven to make the row a huge success for other reasons. "We all have our own personal agenda, but more importantly we have a collective objective. As well as our key objective to raise money for The Soldier's Charity, we want to show the Army

as a professional organisation who have the best build up and delivery of all the teams."

Tied into this message is one about the value of ex-forces veterans in the world beyond the military, as Chris reflects. "Often, serving personnel may not see the value they hold to employers - simply by being disciplined enough to turn up to work on time and work hard. Also, often if veterans are leaving the services young, having a mortgage and paying bills are alien concepts and will be a real shock. Every bit of help provided is gold dust and in particular Morson's help in the transition process provides that comfort blanket and ensures individuals are not alone in realising their worth as they transition into civilian life."

As for what happens when the Force Atlantic team transition across the ocean and finally reaches Antigua: "I can't speak for the whole team but I suspect I will simply want to walk on the land, have space to move, a beer... oh and sleep!"



Find out more about what Morson can do for you by visiting www.morson.com/ex-military-jobs



Army Cadet Force

Many young people are missing out on the challenges and adventures that could transform their lives but the Army Cadet Force (ACF) aims to change that by giving young people - from all walks of life - access to fun, friendship, action and adventure. With 39,000 cadets and over 9,000 adults in more than 1,600 locations, the ACF is making a big impact on people and communities all around the UK.

Adult volunteers play a vital role in the Army Cadet Force - acting as role models for the cadets and teaching young people all sorts of skills from fieldcraft, skill at arms and adventurous training through to music and first aid. As well as the satisfaction of seeing young people achieve what they never thought possible, volunteers also have the opportunity to learn new skills, gain qualifications and make new friends.

Army Cadet Force volunteers come from all sorts of backgrounds and those with military experience excel in helping to deliver the broad range of adventurous and military themed activities the cadets love.

Philip Kendrick was in the Royal Engineers for 18

years (five years at 33 Explosive Ordnance Disposal Regiment, five years as a Combat Engineer and eight years as an Armoured Engineer) and served on Operations in Iraq, as well as on Exercises in Kenya, Cyprus, Belize, Canada and Germany. Before joining the army Philip was a cadet with the ACF. When he was medically discharged from the army, due to a severe neck injury, he decided to put his experiences to good use: "I always said when I leave the army I will go back as an adult volunteer to help if I can in any way to give something back".

As well as working full-time as a Deputy Production Supervisor and Weighbridge Administrator, Philip is a volunteer Sergeant Instructor with Bovington Detachment, Dorset ACF. He joined in 2015 and is enjoying every minute: "It's important to have fun and we do. I get the chance to experience new challenges, new adventures and meet new people every time I go away or on a course. I have made some amazing friends who will be friends for life. I am a happy, outgoing person normally, but am at my peak when I do anything with the ACF" he says.

Philip's ACF training and experience has also benefitted his career prospects - helping him to secure job interviews and giving him practical examples of



coaching and mentoring skills to talk about with recruiters. He is now in the process of signing up for the City and Guilds Level 4 Award in Leadership and Management, through the ACF's partnership with the educational charity CVQO, which is just one of the many subsidised vocational training courses on offer to volunteers.

HELPING YOUNG PEOPLE TO DEVELOP

However the best and most unique part about being in the ACF, according to Philip, is seeing how the cadets benefit:

"As a volunteer it has given me immense pride watching the cadets achieve and overcome some of their own problems. The cadets always surprise me with their effort, commitment and spirit and the best thing is that I get to be part of it. There is a real sense of family, friendship, equality and inclusion within the Army Cadets."

Philip would encourage others to join as volunteers: "You can't teach experience and, with the right attitude and willingness to learn how the ACF works as a youth organisation, I'd encourage any former soldiers to join up."

COMBINING WORK, ARMY CADETS AND THE ARMY RESERVE

As well as being a Signalling Systems Trainer for London Underground Kate Dunscombe also finds time to be an Army Reservist and a Company Sergeant Major with the ACF.

Kate loved being an Army cadet so much that she, and a number of her friends, went on to join the ACF as volunteer instructors. When another ex-cadet who had joined the Army Reserve came along to help at an ACF camp Kate was persuaded to become a Reservist as well.

"Having been in the Army Reserve and the ACF for a while I can see that the two roles complement each other," says Kate, who is now a Company Sergeant Major with Beds & Herts ACF. "The leadership and management are similar and the values and standards are the same. There are also skills and training that you can take from one role to the other, such as skill at arms and range qualifications and people management skills."

DEVELOPING YOUR SKILLS

Kate has found that her ACF skills and training, particularly in supervising people and in having the confidence to command and lead groups of people, has been very helpful in her day job.

"At London Underground I'm responsible for training their future signal engineers: the staff members and apprentices who will be responsible for everything from the control logistics, software and hardware to operating equipment on the signals and points. As an ACF instructor you gradually build up your confidence as a leader and trainer. You also develop the skills and patience to work with young people, something that's been very useful in my work with apprentices."

Having risen through the volunteer ranks to become a Company Sergeant Major, Kate is responsible for helping to mentor younger adult instructors as well as organising activities for groups of cadets. "Recently I took a group of cadets on a battlefield tour to Ypres, she says. "The cadets had the chance to take part in a ceremony of remembrance at the Menin Gate. They loved it and they learnt so much."

SUPPORTING THE NEXT GENERATION

For Kate, inspiring her cadets to become ACF leaders and to get on in life is one of the best rewards in being an ACF volunteer.

"I've had quite a few cadets who've gone on to become volunteers. Some are now Detachment Commanders and it's great to see them embracing the



ACF ethos, and encouraging their cadets to take advantage of all the opportunities open to them."

One of the Detachment Commanders Kate mentored saw one of her cadets beat off stiff competition from hundreds of others from across the cadet forces to win the prestigious CVQO Westminster Award.

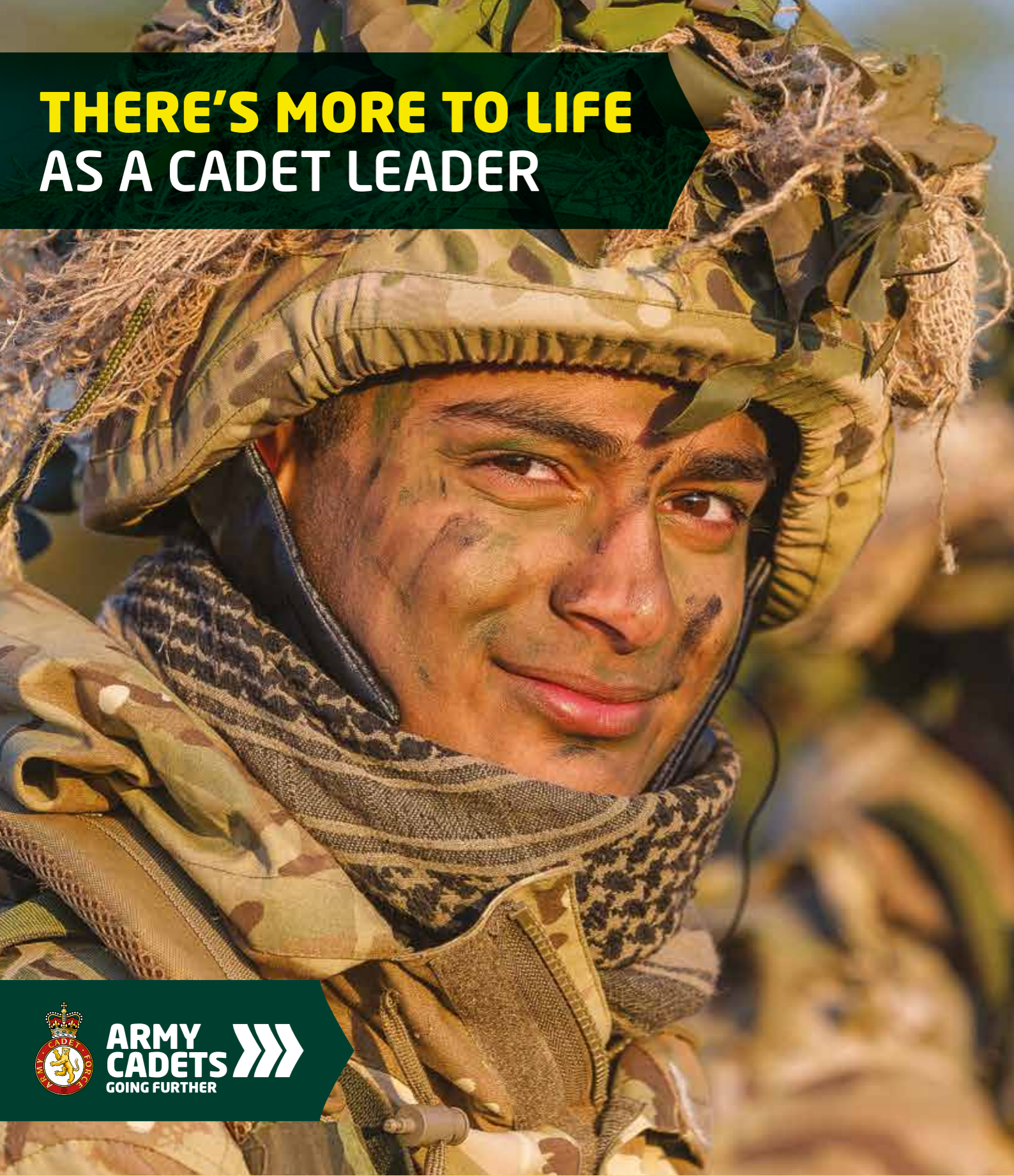
"That kind of thing is hugely rewarding for adult volunteers as well as the cadet," says Kate. "The winner of that Award received a trophy at the House of Lords and was able to take part in an expedition to South Africa, but there are hundreds of other opportunities open to cadets in the ACF. As a leader you're opening up all sorts of possibilities for the young people in your charge."



To find out more about becoming a volunteer with the Army Cadet Force, visit www.armycadets.com/resettlement



THERE'S MORE TO LIFE AS A CADET LEADER



» Aged between 18 and 55 and interested in inspiring, shaping and leading the next generation?

Then volunteering as a cadet leader with the Army Cadets could be an exciting option for you.

To find out more just visit: armycadets.com/resettlement «

NHS

East of England
Ambulance Service
NHS Trust



Recruiting now

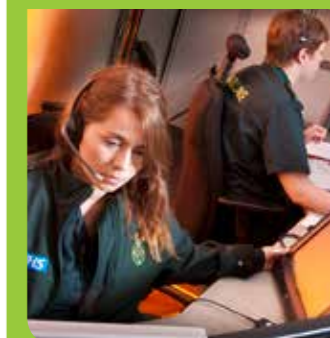
East of England Ambulance Service NHS Trust is recruiting for Paramedics, Newly Qualified Paramedics, Emergency Medical Technicians, Apprentice Emergency Care Support Workers, Apprentice Medical Technicians, Specialist Clinician in Hear and Treat, Call Handlers and Dispatchers

To apply, visit the website at eastamb.nhs.uk

For more information, contact the recruitment team on 01234 243200

**On an ordinary day...
...an extraordinary service**





HOW TO APPLY
To search and apply for the job that's right for you, or to see what other single positions we have available that may be of more interest, please visit our website eastamb.nhs.uk and find out more about joining us under current vacancies.

Join us on Facebook or follow us on Twitter for all the latest information from the Trust

We look forward to welcoming you..

Be seen in green

The East of England Ambulance Service NHS Trust (EEAST) provides emergency, urgent and primary care services throughout Bedfordshire, Cambridgeshire, Hertfordshire, Essex, Norfolk and Suffolk.

There are so many opportunities to join EEAST as either an employee or as a volunteer. Every role is important, as everyone plays a part in meeting our vision - to provide an innovative, response, excellent service which is always community focused and patient driven. We recognise that veterans and people leaving the Armed Forces have transferable skill sets and the aptitude to work in a dynamic and diverse environment, like the ambulance service. These people and their skills can make

a tremendous impact within the communities that we serve.

SO, ARE YOU THINKING ABOUT WORKING FOR THE AMBULANCE SERVICE?

Our dedicated and skilled staff work 365 days a year, 24 hours a day to make sure patients receive the best possible care. Doing this job is not all about having medical knowledge; it's often about applying a common-sense approach to dealing with patients in their hour of need, or demonstrating personal resilience when a patient's life is at risk. Of course, the training

will provide you with the skills and knowledge to assess and treat a range of patients in need of your help. We have more than 4,000 staff operating from 140 sites and a fleet of 1,000 vehicles. We are supported by more than 1,500 volunteers who provide community first responder and volunteer ambulance car services. The eastern region is made up of both urban and rural areas with a population of nearly six million, as well as several thousand more.

What sets us apart and makes the six counties of Essex, Hertfordshire, Bedfordshire, Suffolk, Norfolk and Cambridgeshire so special?

You get to work in one of the most diverse areas of the country; the bustling capital city is on our doorstep and the bracing North Sea coast envelops our shores to the east.

We've got historical cathedral towns and cities, brand new

communities, rural broadlands and some of the busiest arteries of road and rail networks, including the M25, A14, M1, M11 and A12, and railway lines from London Liverpool Street out to Cambridge, Norwich, Peterborough, Colchester and Southend.

Wherever you go in the east of England there is always something to see and do; but if travelling around the UK and beyond is a must for you as well, the Luton, Stansted, Norwich and Southend airports couldn't make it more easier to stay in touch with loved ones or send you on a deserved holiday or short break.

In short, our region has got just about everything you need to call it your home and join our 4,000+ staff who already call it home. Together they help make sure we can respond to anyone needing our help 24 hours a day, every day of the year.

We value care, teamwork, quality, respect and honesty in order to transform the care we deliver to our communities and welcome applicants who share these values to apply to work at EEAST.

The Care Quality Commission has rated the care patients receive as outstanding – staff demonstrate compassion and respect whilst promoting patient dignity and respecting individual needs, patients are involved in their care and treatment, and staff act with the utmost professionalism and support patients and the public in the most trying of circumstances to provide positive outcomes.

If this sounds like you, and it's time to make the change, then

it's time you applied to work at the ambulance service.

All our vacancies are posted on the NHS Jobs website so see what opportunities are available to you today! Visit <https://bit.ly/2Nv60PD> and learn more www.eeastamb.nhs.uk www.jobs.nhs.uk

SUPPORTING OUR ARMED FORCES

We are very proud to support our Armed Forces and recently gained recognition from The Ministry of Defence where we were awarded the Employer Recognition Scheme (ERS) Gold Award for showing outstanding

support for Armed Forces staff. The East of England Ambulance Service Trust was one of 50 winners this year to receive this prestigious award, given to organisations that have signed the Armed Forces Covenant and have demonstrated outstanding support for those who serve and have served in the Armed Forces. We're only the third ambulance trust to receive this award since it was created in 2014. Always on the look out for the best talent from Armed Forces, we are currently recruiting to a range of roles that may be suitable for you, depending on your knowledge, skills and background.



South Central Ambulance Service

South Central Ambulance Service NHS Foundation Trust (SCAS) is part of the National Health Service (NHS).

SCAS' clinical co-ordination centres handle in excess of 500,000 emergency and urgent calls each year, and around 1.25 million NHS 111 calls. The Trust serves a population of approximately 4 million people over our 4 counties: Berkshire, Buckinghamshire, Hampshire and Oxfordshire. In April 2017, SCAS was appointed as the provider of the NEPTS service in Surrey and Sussex. In 2017 SCAS was delighted to receive the prestigious Ministry of Defence Employer Recognition Scheme, Gold Award, in recognition of the Trust's commitment to employing veterans, supporting cadets and reservists who continue to serve. SCAS works with a number of charities and initiatives such as Career Transition Partnership (CTP) and the Officers Association (OA). From early 2016 SCAS began a focused recruit strategy targeting military service leavers through engagement events and job fairs. Since then, Military recruitment at SCAS has grown considerably and more in-depth recruitment related activity is now taking place.

JOIN US

We are proud to be holding a Military Insight Day on the 3rd April 2019, in Portsmouth, Hampshire. Insight Days are a fantastic opportunity for you to find out about our Ambulance Service from a number of subject matter experts' (SME's); the SME's will be on hand to give you precise information relating to all roles/areas of the business you may be interested in. The event allows you to get hands on with SCAS' equipment, look around the vehicles that are used daily and familiarise yourself with an operational station working environment.



The best bit about the event

If you meet the minimum criteria for your set role of interest, then SCAS will offer you a guaranteed interview – just be sure to take your CV with you on the day! To book a space at this event, visit the CTP website and click on their event list, from there you will be able to view the yearly calendar and select the date of the SCAS Insight Day.

SCAS' main functions are:

- Accident and emergency service responding to 999 calls
- Provision of NHS 111 service for when medical help is needed but it's not an emergency
- Non-Emergency Patient Transport Service (NEPTS)



WHY IS SCAS A GOOD FUTURE EMPLOYER?

SCAS acknowledges the experience and skills veterans have obtained during their Armed Forces career. These can include excellent communication, organisational and leadership skills, as well as delivering high standards of performance in teamwork, problem solving, flexibility and reliability. Right across the organisation, SCAS has veterans working on frontline emergency 999 services, in the clinical co-ordination centres, in non-emergency patient transport services and also has a number

of service leavers who are now appointed into corporate and support function roles. SCAS has formed a Military Champion network within the Trust; the Champions are people who work within set areas of the Trust such as: Training, Education, Recruitment, HART, Operations and Co-Responders. They meet and discuss suggestions and opportunities for the future and work on feedback/ issues that have been highlighted. They actively welcome ideas from people within the Trust and continually support opportunities where possible. As the recruitment initiatives continue to grow in strength, SCAS is putting in place a system to measure the successes. SCAS realises the benefits of recruiting people who are passionate about their role give 100%, and who have similar values to the Military: Teamwork, Innovation, Caring and Professionalism. SCAS benefits from the transferable qualities and the Trust looks forward to continuing to build upon the relationship within the Military for many more years to come.

Case studies

JEFF PORTER PTS TEAM LEADER



What's your Armed Forces background?

I am proud to have served in the Army for 20 years. I spent nine years as an instructor and was fortunate to train approx. two and a half thousand troops before they were deployed overseas in the run up to the Gulf War.

What interested you about joining the ambulance service?

I suffered a heart attack a number of years ago; this really opened my eyes as to the pressure that the NHS was under. I have always been a caring person and qualified as a Unit First Aid Instructor with St John's Ambulance service when I was in the Army. I went on to join SCAS as an ambulance care assistant (ACA) and am thoroughly enjoying this challenge.

What transferable skills gained in the Armed Forces do you utilise in your role with SCAS?

The camaraderie within the Military is second to none and this is replicated out on stations here at SCAS.

What do you enjoy most about working for SCAS?

I have travelled the world, tried various jobs and can quite honestly state that working for the SCAS is the most rewarding job that I have ever had. I joined SCAS just over 2 years ago when I was 60 years of age thinking this is it, especially as I had suffered a heart attack a year earlier! But with the same mentality and aid as the forces, I was back in the zone and looked to further my career. There is no upper age limit here and people are welcomed with open arms.

What advice would you give someone thinking about leaving the Armed Forces who may be interested in working for SCAS?

The pay may not be the best out there but there aren't many roles that are so greatly rewarding. I joined SCAS as an Ambulance Care Assistant (ACA) and have recently been promoted to Team Leader. I am responsible for the tasking and welfare of 12 Team Members and daily tasking and upkeep of vehicles and Ambulance Station. We also are required to carry out appraisals and field accompaniments to help other workmates to improve their CPD.

Opportunity does exist for those that want it... come join us!

DAI TAMPLIN PROJECT MANAGER



What's your Armed Forces background?

I joined the British Army in 2000 and commissioned in to the Royal Military Police. I've served in the UK, Germany, Iraq and Sierra Leone, commanding up to 500 people in the operational, in-barracks and training environments. I trained as a detective with the Special Investigation Branch, have delivered military HR roles, implemented projects and managed and delivered specialist training.

What interested you about joining the Ambulance Service?

Working closely with the frontline crews inspired me to join the ambulance service after I left regular military service in June 2018. I had a strong affinity to SCAS in particular and was fortunate enough to be successful from an interview for a role as a Project Manager in the Service Development Team. Already, no two days have been the same and the variety and camaraderie I've witnessed and experienced was a real draw.

What do you enjoy most about working for SCAS?

Without question, the sense of being part of 'Team SCAS'. Whether in my volunteer role or my full-time management position, I have always been made to feel welcome and supported in achieving what I need to achieve. The variety of activity that the Trust is engaged in now and in the future is exciting and offers variety of employment and opportunities for development and advancement.

What advice would you give someone thinking about leaving the Armed Forces who may be interested in working for SCAS?

Reach out and engage! There are a lot of ex-military personnel in SCAS and they are all willing to offer advice and assistance. The military-specific insight days are a must and give a proper idea of what is available to everyone, irrespective of time served, rank held or experience. There is a network of 'Military Champions' from a wide variety of Armed Forces backgrounds and they can help in understanding the roles on offer and I, for one, would happily help mentor people through the recruitment process where possible.



For further information on SCAS please visit our website: scasjobs.co.uk
You could also visit our social media pages [f](#) [t](#) [i](#) [@SCASjobs](#)

Or email our Recruitment Team: recruitment@scas.nhs.uk



Expect more from your next Paramedic opportunity?

Join St John Ambulance as a Paramedic working alongside the NHS and Ambulance Trusts, as well as providing lifesaving support at events.

More variety

- Work on a varied job plan
- Work on Ambulance shifts supporting NHS clients
- Provide clinical support at events
- Educate our staff and volunteers

More education

- Provide clinical education to our people
- Funding and study leave to obtain BSc or MSc in Paramedic Sciences

To find out how you can develop your Paramedic career with St John Ambulance, visit:

sja.org.uk/ambulancejobs



St John Ambulance

Most people know St John Ambulance as the health and first aid charity, that keeps thousands of people safe at hundreds of events every week - from football matches and pop concerts to local fetes.

However, they may not know that they are also a leading ambulance service provider in England, offering emergency and non-emergency ambulance services. St John Ambulance Operations have a wealth of experience in providing ambulance services across the NHS to both the hospital and ambulance sectors.

St John Ambulance transports over 70,000 patients a year through specialist services including: caring for bariatric patients; neonatal transfer patients; paediatric patients and their parents during transfers; palliative care and end of life patients on their final journeys, GP urgent admissions to hospital and dedicated discharge journeys. They offer national coverage, with regional knowledge, supported by our fleet of almost 200 ambulances.

St John Ambulance has a bold vision to transform care provided in local communities over the next decade. Its ambition is to help transform out-of-hospital care, having a positive impact on the people they treat, the communities they serve, and their own St John people.

To help the organisation achieve this vision, chief operating officer Richard Lee has recently joined St John. Prior to this, he was director of operations for the Welsh Ambulance Service (WAST) and has spent 25 years in the NHS ambulance sector. He is also a registered paramedic and continues to practice with St John.

Richard Lee says: "St John Ambulance delivers first class care to thousands of patients every year across the country both through our ambulance services

and our cover at events. Our St John people are the difference in the communities that they serve. As we develop our services during 2019 and beyond, we will be continuing to modernise our fleet and equipment as well as our specialist capabilities such as cycle responders".

WORKING FOR ST JOHN AMBULANCE

St John Ambulance invests heavily in its people, through a range of training and development opportunities. As a leader in Ambulance Services, Event Medicine, First Aid and Mental Health First Aid training, St John Ambulance also offers a suite of wellbeing resources to its employees and volunteers including health and wellbeing advice, financial guidance and a wide range of employee discounts. The organisation is driven by its values of 'HEART': Humanity, Excellence, Accountability, Responsiveness and Teamwork and these are at the core of its culture.

PARAMEDIC OFFER

Due to St John's range of services, it is in a unique position to offer something new to the paramedic community. St John is now offering

a new type of paramedic role to work from a job plan, rather than a standard rota. This job plan will incorporate three key areas.

- Ambulance duties – Paramedics will still work closely with the NHS and provide a high-quality of patient care as they do now whilst crewing a St John ambulance.
 - Events – St John Ambulance provides first aid and pre-hospital care at thousands of events every month; more and more events require medical support from paramedics. As part of your job plan, you will be able to attend events such as concerts, sporting events and major events across the England.
 - Education – Paramedics will spend time delivering clinical education to our Ambulance Crew and 18,000 first aid volunteers
 - In addition to this, paramedics will be provided with funding and study leave to complete a further relevant qualification such as a degree or masters in a relevant subject.
- St John Ambulance is currently recruiting for paramedics across the country, however, if you are not a paramedic and interested in starting an exciting new career. Visit sja.org.uk/ambulancejobs to learn more about becoming an ambulance crew team member or sja.org.uk/jobs using your skills to become a first aid trainer for St John Ambulance. ●



The Mine Action Industry

Is this the Career that You've Been Looking for?

Have you closed the door on your Military career? Are you looking to pursue new opportunities?

There is extraordinary work currently done to rid countries worldwide of landmines and unexploded ordnance, and the demand for qualified individuals in the Mine Action industry is high. The Development Initiative Ltd has a long history of providing opportunities to qualified Military personnel in search of a new career path.

There are over 110 million land and active landmines globally, excluding the further millions of tonnes of unexploded ordnance (UXO) and explosive remnants of war (ERW). Unexploded devices that injure civilians in conflict and post-conflict zones are a barrier to a country's regenerative future. Collectively, they pose a daily threat to civilian safety as well as severely impeding economic development.

TDI was established in 2005 to provide extensive project management support to both governmental and non-governmental organisations, incorporating the provision of Landmine Clearance, UXO disposal, Mine Risk Education (MRE), Improvised Explosive Device Disposal (IEDD) and Search Training. Additionally, TDI provide Fleet Maintenance and Remote Logistics Solutions. TDI

regularly recruit Project Managers, Explosive Ordnance Disposal (EOD) Trainers and Mentors, as well as Medical personnel for our various projects across locations in Africa and the Middle East.

Since its inception, TDI has formed a notable record in humanitarian and commercial Mine Action, and has proven to be a reliable accessory in a variety of challenging environments. To date, TDI has successfully undertaken over 90 projects in 18 countries, such as the Democratic Republic of Congo, Mali, Sudan, South Sudan, Somalia, Togo, Afghanistan, and Central African Republic to name a few. During its 14-year lifespan, TDI has succeeded in developing its operational capacity and training capabilities, gaining substantial administrative and logistical experience in the deployment and management of our Mine Action activities.

As of 2018, Mechanical Mine Clearance operations conducted by TDI resulted in the freeing up of over 15,875,00 square metres of previously contaminated areas of land and fields. TDI has removed over 246,200 items of unexploded ordnance, safely destroyed over 2,400 tonnes of unserviceable and obsolete munitions and provided over 245,000 valuable Mine Risk

Education sessions to civilians who live in danger of these lethal weapons. There are still millions more hazardous items to extract and destroy, and TDI continues to spearhead the efforts to clear the way and reduce the fatal footprint landmines leave behind.

It is widely known that clearing hazardous explosive material is a precarious task; however, TDI is accustomed to working in challenging environments. Our practical approach to operations, combined with the seamless integration of local capacity into our management teams has enabled TDI to emerge as a reliable source of Mine Action and Risk Education provision. We have successfully mobilised multiple projects, refining our processes and procedures along the way. We consider each country's unique



parameters and terrain in order to provide the most appropriate and necessary tools to conduct tasks competently, cost effectively and fundamentally safely, for our staff and that of the county's civilians.

Like the removal of explosive devices, Mine Risk Education is also crucial to the worldwide Mine Action effort. On almost all of our projects, TDI have a team dedicated to educating civilians, officials and a country's military personnel on how to recognise these items and what precautions to take. The scope of Mine Action is vast and the opportunities to develop a career within this industry are reflective of this; wide and diverse.

UXO and ERW are a worldwide challenge in conflict and post-conflict zones today, and TDI have worked in many countries riddled with these remnants of war. TDI currently have a prominent presence in countries in Central and West Africa such as South Sudan, the Democratic Republic of Congo and Mali. Along with our trained and qualified personnel, TDI also use explosive detection and mine detection dogs to assist in clearance operations. The detection, identification, evaluation, recovery and disposal of all items of explosive ordnance such as grenades, cluster munitions, land service ammunition and mortars is a significant facet of TDI operations. Such disposal is crucial to limiting the risk of injury and accidents with civilians, children and animals, surmounting to additional expenses on a country's government and healthcare facilities.

It is often perceived that Mine Action is limited to the location and removal of landmines. Mine Action is a collective term for the activities that address all kinds of explosive remnants of war from landmines, UXO to improvised explosive devices (IEDs). An equally dangerous threat to landmines is that of UXO. UXO, comprising of unpredictable explosives including mortars, grenades, missiles and bombs, can be extremely dangerous and volatile if moved or tampered with, becoming a potentially wider and hidden danger.

While our trained and well-equipped personnel remove

landmines, UXO and ERW, they also simultaneously conduct technical surveys and GIS mapping. Once the area has been determined landmine and explosive-hazard free, the cleared land is entrusted to local governments, communities and businesses for the sustainable development of this land in the future. Previously displaced civilians can too, return to the land without the risk of encountering these devices.

As has been increasingly seen in today's media, IEDs are becoming the weapon of choice in many countries of North Africa and the Middle East. TDI has conducted clearance work in countries where there is a growing risk of improvised devices, while providing training solutions to recognise and dispose of these weapons. Our training solutions are flexible and can be adapted according to



specific threats unique to each country. Qualified professionals, who are often originally from a Military background and have many years of practical experience gained from exposure in multiple theatres, deliver all of the training in the country of operations where continuous mentoring can be provided.

In as much as TDI are clearing hazardous regions, there is often the threat of ammunition finding their way into the hands of criminal groups and rebel forces. This is especially dangerous in countries suffering from violent conflict or weak governance. TDI staff are deployed in these regions to restore ineffective stockpile security and management of such arms and ammunition. Civilians, unbeknown to the dangers of these weapons, may also unintentionally encounter them with an often-fatal outcome. With the accumulated knowledge of our personnel, TDI has developed significant experience in this sector and will assist with a broad range of stockpile management activities including storage, transportation, handling processes, operational procedures and disposal.

Due to our continued presence in remote and often hostile locations, TDI recognises that an efficient and reliable logistics chain is critical to ensure that our clients concentrate

on their core business ventures in these challenging environments. TDI provide a variety of tailor-made services to organisations operating in often-inaccessible areas. Whilst Mine Action is our core focus, we also provide practical solutions for camp construction and management, water procurement and fleet maintenance services. The career options within TDI are extensive, with opportunities available in all of the countries within which we operate.

As an organisation, we constantly strive to improve our level of performance and provide the highest quality of service in the industry, for our staff and that of our clients. Removing the threat of unexploded devices is necessary to provide civilians with the opportunity to return or remain in their homes and work for a better future for themselves and their families. We believe that Mine Action must extend beyond merely clearing areas of previously mined land and allude to the fact that communities must be given assistance to rebuild, restore and pursue sustainable peace and development.

TDI teams are incredibly broad with a wealth of experience collaborated from each individual's particular field of expertise. Collectively, our personnel have worked in all corners of the

world. We are proud to employ qualified individuals from over thirty-two countries with staff coming from as far as, although not limited to; South Africa, Namibia, Zimbabwe, Kenya, Ivory Coast, the Philippines, Canada, France and the United Kingdom.

TDI aims to make the unnerving transition from military to the Mine Action industry a success for all who join us. All TDI staff are given the trust and responsibility to contribute to making the world a safer place for the millions of people affected daily by landmines and UXO. If you are reading this article and still contemplating what to do next, why not consider joining TDI? There are career options outside of Military life and TDI provide the tools for you to branch into something new. Wherever you are in your career, hanging up one uniform does not suggest it is the end of the road but rather the start of a new one.

To get in touch, please contact us on info@thedevelopmentinitiative.com, or visit our website; www.thedevelopmentinitiative.com, on Twitter; twitter.com/TDI18 or our LinkedIn page; [The Development Initiative Ltd](https://www.linkedin.com/company/the-development-initiative-ltd) for regular updates and employment opportunities.



Since 2005, TDI has successfully provided services to organisations both in humanitarian and commercial sectors including landmine clearance, UXO disposal, MRE, IEDD and Search Training, Fleet Maintenance and Remote Logistics Solutions.

Apply now and join TDI.

TDI have contract positions available for Project Managers, EOD and IEDD Trainers and Mentors, Technical Field Managers, EOD qualified staff, Mechanics, Engineers, Medics and all associated support personnel.

Contact us on:

info@thedevelopmentinitiative.com | [twitter/TDI18](https://twitter.com/TDI18) | www.thedevelopmentinitiative.com/job-opportunities/



PASS ON YOUR SKILLS TO THE NEXT GENERATION

Across the UK 15,000 young people are challenging themselves and learning new skills based on the customs and traditions of the Royal Navy to give them the best possible head start in life – all supported by 9,000 volunteers.

We are looking for people like you who are happy to roll up their sleeves and get stuck in! We hope you will pass on the skills that you have learnt in the Armed Forces to the younger generation.

You can share your skills in drill, seamanship, sailing, cooking or even drumming!

Sea Cadets is a national youth charity working with 15,000 young people in 400 communities. The nautical activities we offer have a positive impact on young people, including those that struggle academically and from disadvantaged backgrounds. While all of our cadets benefit from the progressive training programme and inspiring activities, it is often those cadets that can least afford it that stand to gain the most. We are in a privileged position to be able to help them grab a better future.

Tony Thurgood, Lieutenant, Institute of Naval Medicine

"I've always wanted to give something back to Sea Cadets as they had given me so much as a teenager. I joined my local unit when I was 11 years old and had a wonderful time getting out on the water but a real highlight for me was being appointed the Deputy Lord Lieutenant Cadet. This early experience with Sea Cadets helped form who I am today.

I've been volunteering for seven years at my local Sea Cadet unit and the skills I have learnt in the Royal Navy, like problem solving, leadership and strong work ethics, are vital life skills that I pass on to the next generation.

You can do this too!

As a volunteer with a former or current career in the Royal Navy you have a unique skill set to offer Sea Cadets. With 400 units across the UK there will be a unit near you that could use your skills, experience and time."

Join our Sea Cadet family now!

Find your local unit here:

sea-cadets.org/units



INSPIRE IN 2019

Volunteer at Sea Cadets to inspire young people in your community to achieve the life skills they need to succeed.

To find your nearest unit visit:
sea-cadets.org/units

SEA CADETS

Patron: HM The Queen
Marine Society & Sea Cadets, a charity registered in England and Wales: 313013, Scotland: SC037908



Civil Nuclear Constabulary

With over 1,300 highly trained police officers and police staff, the Civil Nuclear Constabulary (CNC) is a specialist armed police service dedicated to protecting the civil nuclear industry.

They currently protect 10 civil nuclear sites across England and Scotland, safeguarding nuclear material in transit and playing a key role in national security.

The Civil Nuclear Constabulary utilises many of the essential skills and attributes acquired during Military service. With a range of career opportunities for police officers and police staff in a variety of different teams, Service leavers will find that their existing skills are brought to the fore while at the same time they are given opportunity to develop new ones.

There is no question that Service-leavers are well placed to deliver the skills and expertise required by the Constabulary. There are few employers that reflect Military characteristics and practices as closely as the CNC.

DIFFERENT SITES, DIFFERENT ROLES

As well as opportunities at operational units at a number of nuclear sites, CNC have a number of specialist teams that require specific expertise. Once you have successfully completed your probationary training you could apply to join one of these teams, such as Dog Handlers, Specialist Escort Group (marine and road) and special branch. There is plenty of scope for Service leavers to utilise the skills and experiences they acquired in the Military.

Of course, it's not only about 'frontline staff'. The Constabulary uses a variety of skilled people to operate, develop and manage their support teams. This includes ensuring that the Constabulary runs smoothly through the use of effective IT systems, to managing finances and recruiting and developing its people.



EASY RESETTLEMENT SPOKE WITH CHIEF SUPERINTENDENT DUNCAN WORSELL, DIVISIONAL COMMANDER, ABOUT HOW THE CIVIL NUCLEAR CONSTABULARY OPERATES

What can Service-leavers bring to the CNC?

Leaving the armed forces can be challenging for many reasons, but when you come to the CNC you will be pleased to find a sense of belonging. You come from a disciplined background, you will be used to operating as part of a team, you understand the need for personal responsibility as well as caring for those around you and on whom you may depend if your armed role becomes "active". You will be physically fit and you will have the personal resilience and courage to deliver a quality and dependable armed response service which protects the public, the country and your colleagues.

What does the CNC offer as an employer?

As well as a competitive salary and other benefits, the CNC offers a transition from the Military that protects and maintains many of the principles which you will have lived by and which are held dear by those who have fought and worked to protect our country and its assets. We employ many former Military personnel, and many of our leaders come from similar backgrounds, so we understand the challenge which you face and the adjustments which are required to make a seamless transition. We offer fairness, equality, recognition and reward, we train our armed police officers to national standards which will give you the confidence that you need to meet the challenge of a complex and ever changing terrorist threat. Finally, we recruit from all backgrounds, the diversity of our workplace is very important to us so if you feel that you don't fit one particular model or type, you are not excluded, you will be welcomed.



APPLICATION PROCESS

The nature of the work that the CNC is involved in means that they are obliged to conduct a rigorous application process. The process involves a variety of screening checks, as well as security, reference, medical and fitness checks. The Constabulary view this as an essential part of ensuring that they recruit the most able individuals as well as ensuring that joining the CNC is the right move for you.



More: See the FAQs section on: www.cnc.jobs
For further information please visit www.cnc.jobs
CNC is an equal opportunities employer



SALARY AND BENEFITS

Starting salary
The starting salary for new recruit police officers is currently £22,440 per year. This will increase after successful completion of the probationary period to £24,171. With satisfactory performance and the achievement of requisite skills this will rise to £39,150.

Police staff salaries are determined by salary bands, depending on the level of the role.

BENEFITS

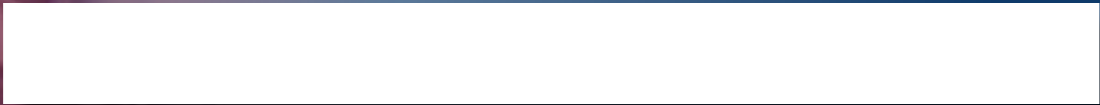
- Police Officers:**
- 22 days annual leave rising to 30 days after 20 years' service
 - Final contribution salary pension scheme
 - South-east allowance, for officers based at specific locations
 - Paid overtime

- Police Staff:**
- 27.5 days annual leave per year rising to 32.5 days after 20 years' service
 - Flexi-time
 - Flexible working scheme

Final contribution salary pension scheme
Corporate bonus scheme



DETER, DEFEND, DENY, RECOVER



THERE'S A UNIQUE PATH TO BECOMING A POLICE OFFICER

IT STARTS HERE

The Civil Nuclear Constabulary (CNC) is an award winning, specialist armed police force. We protect 10 civil nuclear sites across England and Scotland, safeguarding nuclear material in transit and play a key role in national security.

To support us in achieving our mission to **DETER, DEFEND, DENY & RECOVER** we are looking to recruit Authorised Firearms Officers (AFO) nationally.

We ask that our AFO's maintain a high level of fitness and firearms skill throughout their career, enabling them to remain effective in repetitive or pressurised situations. In return we develop the requisite skills to meet the demands and expectations of the role through specialist training and continual assessment.



The role comes with a range of fantastic benefits, including:

- Starting salary of **£22,440** rising to **£24,654** on completion of a satisfactory probationary period (plus **£2,000** south-east allowance for officers based at Harwell and Dungeness)
- Annual leave of **22** days increasing to **30** days with increased length of service
- Generous pension scheme
- Training and development throughout your career

For further information please visit www.cnc.jobs
CNC is an equal opportunities employer

DETER • DEFEND • DENY • RECOVER



SCJ SecurityClearedJobs.com

The definitive jobs portal for government, defence & nuclear sectors

Do you have Security Clearance?

Then join the UK's largest online job board for security cleared professionals, it's as easy as 1,2,3...

- 1. REGISTER**
now to receive job alerts tailored to your skills.
- 2. UPLOAD**
your C.V. now and be seen by 100's of recruiters... instantly.
- 3. RELAX**
you're part of the biggest jobs portal for government, defence & nuclear sectors.

SecurityClearedJobs.com

DV

Aerospace
Biometrics
Communications

SC

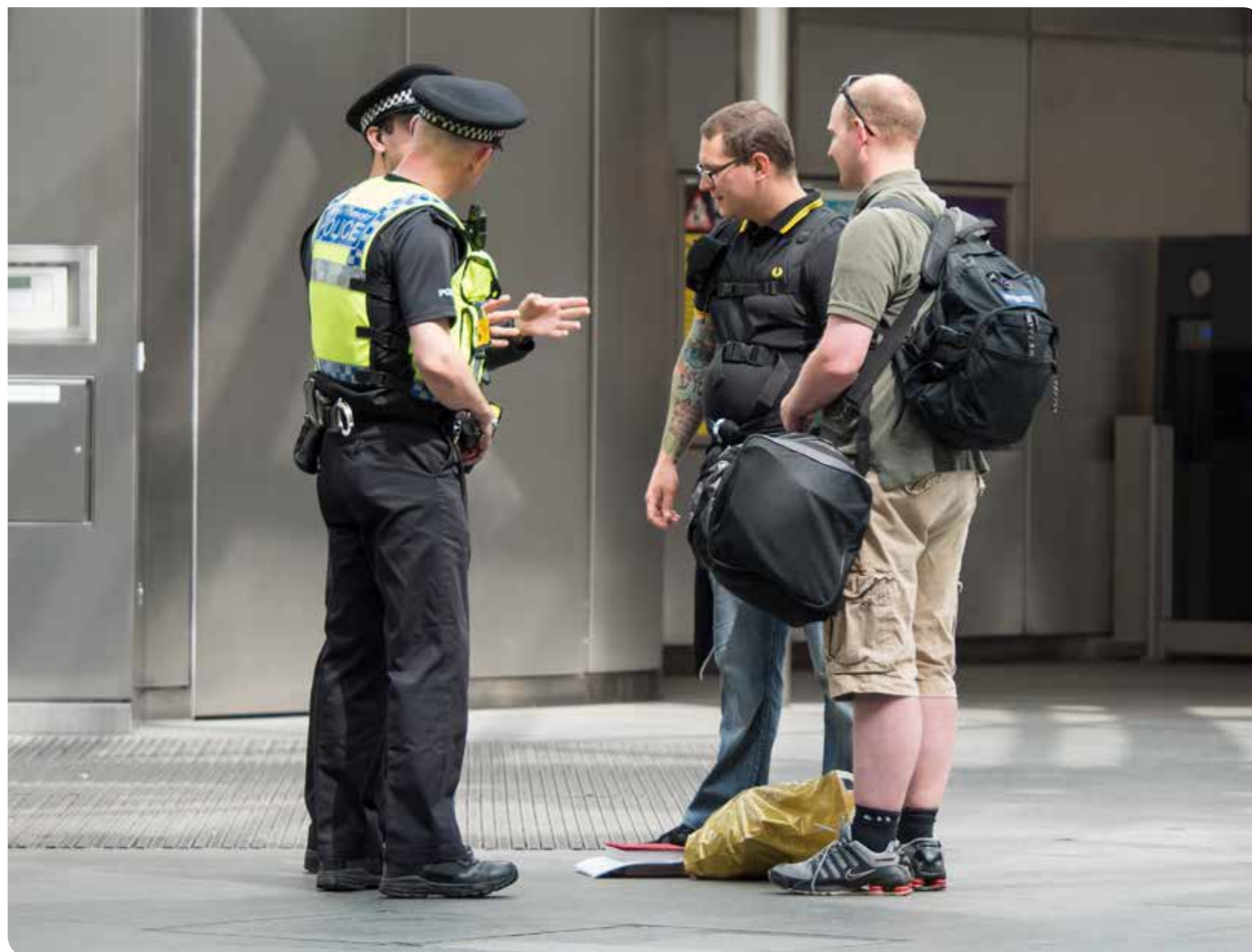
Cyber Security
Defence
Engineering

CTC

Forensic
Government
Information Technology

NATO

Intelligence
Nuclear
Telecoms



British Transport Police need you to join our team!

What we do...

MOVING ¼ MILLION TONNES OF FREIGHT SAFEGUARDING 6 MILLION PEOPLE

The railways lie at the heart of Britain's community, commerce and industry. In fact, the Government's integrated transport policy promises to give them an increasing role in the life and prosperity of the nation. Over a quarter of a million tonnes of freight is moved from depots to docks and over six million people travel every day on Britain's railways.

We make sure that all this takes place within a safe and secure environment – one free from disruption and the fear of crime.

We also police sporting and major events such as football, rugby, major concerts, demonstrations, Pride events, Marathons and events in Hyde Park. A testament to this was the way we helped police the Olympic and Paralympic Games in 2012. There was a massive demand on our transport system throughout the Games, especially in London. With meticulous planning and by working together seamlessly, we were able to

ensure that new and regular travellers felt safe and welcome.

It's the way our Police Officers and Staff work that really sets us apart — we have a friendly, open and engaging style. We're always looking for ways to work more effectively and deliver value for money to the public. One of the main things the public and rail operators notice is the way our people go out of their way to help anyone in distress.

We're actively working towards creating a workforce that reflects the communities we serve and is a place where people feel valued and respected. Furthermore,

valuing diversity and promoting equal opportunities is at the heart of our vision, mission and values. BTP strive to recruit the best calibre people with the best possible attitude.

10,000 MILES EVERY DAY

We protect and police 10,000 miles of track and 3,000 railway stations and depots every day. We police the London Underground system, the Docklands Light Railway, the Midland Metro Tram System, the Croydon Tramlink, the Sunderland Metro and the Glasgow Subway. We move and safeguard around six million people every day.

These are unique policing environments, with unique sets of needs. Our police officers and staff provide specialist policing across the country. Furthermore, with the latest technology at our disposal we're able to deal with rail crime that crosses counties and networks.

Our people must be trained to the highest standards in order to meet these needs. It's a challenging environment, one with everything you would experience in another police force and quite a lot more.

550 OPPORTUNITIES TO JOIN US THIS YEAR

Join us and you'll be providing specialist policing across the country. This is your opportunity to work in a unique environment and deal with rewarding challenges that you won't find in any other Force.

You'll be joining some of the best people in their field. You'll share their enthusiasm for exemplary customer service, both internally and externally, and be able to make the most of your good commercial acumen.

We'll reward your ambition and drive with the expert training you need to excel and to protect six million people every day. Your career development opportunities will be second to none with the possibility of taking on more responsibility, transferring to specialist units or choosing to go on secondment.

Here, you'll be able to deal with unique situations that will challenge you. You'll be amongst like-minded, talented people who share your passion for a job very well done. You can expect your salary to be competitive and your benefits to include:

- Up to 28 days annual leave for Police Staff and Up to 22 days for Police Officers.
- Cycle to Work scheme – you'll have the opportunity to hire a bicycle from us to cycle to work and you won't pay National

Insurance or tax contributions on what you spend up to £1,000.

- Season ticket loan – after your probationary period, we'll give you an interest free loan that you'll pay back straight through payroll each month.
- Financial Services Benefits via Police Mutual.

Police officers are often eligible for Key Worker Housing which can help you to get on the property ladder through government backed low cost ownership options.

OVER 1,100 DIFFERENT ROLES

There are four different ways to join the frontline of BTP:

- Police Officer
- Transferee
- PCSO
- Special Constable

It is the vital role of our Police Staff to support the operations of our Force. It takes every one of our 1400+ police staff to ensure our 3400+ officers can police 10,000 miles of track and face all of the challenges they meet. This takes leadership, policy development, national strategic planning, monitoring, quality control and advice functions for the organisation.

Our key departments are:

- People and Development
- Information Services
- Learning and Development
- Finance and Procurement
- Corporate Communications

WE WANT TO HEAR FROM YOU!

We have a positive equal opportunities policy to ensure all applicants are treated fairly. We welcome applications from all areas of the community regardless of age, disability, race, colour, religious belief, marital status, gender or sexual orientation.

We work closely with Support Groups when we arrange recruitment campaigns, on

the impact assessment of new policies and procedures or how to adapt the working environment.

POLICING AT HEIGHTS TEAMS

The Policing at Heights teams were set up to undertake a range of tasks including searching at heights, removing protesters and discarding of flash advertising.

TERRITORIAL POLICING AND SUPPORT UNIT (TPSU)

The TPSU oversees our local Police Community Support Officers (PCSOs), Railway Safety Accreditation Scheme and Special Constabulary.

COUNTER TERRORISM SUPPORT UNIT (CTSU)

The CTSU consists of the following multi-disciplined teams:

- Explosive Search Dogs Section
- General Purpose Dogs Section
- Armed Policing Capability
- Special Movements Section
- Specialist Response Unit

POLICE DOGS UNIT

Our police dogs provide a vital supporting role to reduce crime throughout the UK. They are trained to track suspects from crime scenes, chase and detain offenders, search for property at or near crime scenes and search for missing persons. They can also detect explosives, drugs, cash and firearms.

The Police Dogs Unit is broken down into three sub-sections:

- Central Operations General Purpose (GP) Dog Section
- Outer-London Police Dogs
- Explosives Search Dog (ESD) Section

ARMED POLICING CAPABILITY

Following the terrorist attacks in Mumbai and based on the current threat from International Terrorism being at "substantial" BTP created its own Armed Policing Capability.

Since 2012 key locations have been routinely patrolled by our highly trained armed policing officers. They are supported and are able to support colleagues in surrounding Home Office Forces upon request.

The safety of the public and staff is of paramount importance and these officers form part of the Counter Terrorism Support Unit who carry out high visibility patrols providing reassurance and a visible deterrent against terrorism on the railway.

SPECIAL MOVEMENTS SECTION

Special Movements Section, whose main role is to provide policing support to the Royal Train, VIPs and strategic military movements by rail. They work in partnership with the Royal

Household, MPS Royalty Protection group, other police forces and the rail industry. They also offer guidance about counter terrorism to areas and police stations.

SPECIALIST RESPONSE UNIT (SRU)

SRU officers are police officers first. They deal with other incidents on the railway, including robberies, thefts and fatalities. However, their additional training and skills mean they can respond to specific incidents when needed.

They respond to reports of unattended items on the railway. They assess packages, bags and ambiguous substances such as unusual smells, powders, liquids and chemicals.

SPECIALIST UNIT, SPECIALIST EQUIPMENT

Our SRU is unique within British policing because of the broad spectrum of incidents that they respond to.

They use mobile 3D X-ray machines to examine unattended items. And, in the unlikely event of a chemical incident, SRU officers wear chemical resistant gas tight suits and deploy a hapsite to analyse the atmosphere and establish what specific chemical has been used. Our chemical agent monitors were designed for the military – they tell officers whether a substance is a threat or not



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CONTINUED >>

PUBLIC PROTECTION UNIT (LONDON NORTH)

This unit was set up to help officers to co-ordinate activities around suicide prevention, child protection, domestic violence prevention, sex offender management and mental health liaison for London North area.

PUBLIC PROTECTION UNIT (LONDON UNDERGROUND)

This unit consists of the Sexual Offences Unit and the Workplace Violence Unit.

SEXUAL OFFENCES UNIT

This unit investigates incidents of sexual assault or some cases of Outraging Public Decency on the Underground.

WORKPLACE VIOLENCE UNIT

This unit has specialist knowledge of Honour Based Violence, Domestic Violence, Stalking offences and the DASH Risk Assessment Model. They collect statements, provide stills and storyboards from CCTV for London Underground staff crime.

DISASTER VICTIM IDENTIFICATION (DVI)

Since the Potters Bar crash of 2002, a great deal of work has been done in Britain and internationally to improve DVI.

Part of BTP's strategy in dealing with body identification after a disaster has been the deployment of a body recovery team. This is made up of officers from different areas who come together when the need arises.

FAMILY LIAISON OFFICERS (FLOS)

Our FLOs are specially trained to provide a two-way flow of information between bereaved families and our investigation teams. They help support the family through the police investigation, answer questions and gather important information about the person who has died.

After a fatality on the railway, it is vital to gather a full picture of what happened as soon as possible, so that we can establish the cause and circumstances of their death. Our FLOs help us to do this in a way that is best for their family and friends.

WITNESS CARE UNIT

Each Witness Care Officer acts as the single point of contact for a victim or witness. They assess the individual needs of a victim or witness and update them or the officer in charge about the progress of the case.

They also make arrangements for the victim or witness to attend court if they are required to give evidence and refer them to external organisations if they need more support.

SCIENTIFIC SUPPORT UNIT (SSU)

The SSU is responsible for recovery, collection and submission of items for forensic examination and identification. They comprise

of several departments, all providing specialist advice and guidance to officers at all levels on forensic matters.

HI-TECH CRIME UNIT (HTCU)

The HTCU is responsible for retrieving electronic evidence from digital devices, such as computers, mobile phones, SIM cards, memory cards, satellite navigation, USB devices, digital cameras and gaming consoles for use in court. They also provide technical advice and support to other officers working with digital media.

FORCE TECHNICAL SUPPORT UNIT (FTSU)

The FTSU provides covert technical equipment and expertise to assist with the prevention and detection of crime or disorder. For example, they can provide listening devices. They support and work in partnership with the Area Technical Support Units (ATSU).

CCTV INTELLIGENCE UNIT

This was set up in 2005 to monitor the 15 mainline London terminals for intelligence-gathering purposes and to help Officers with ongoing operations, live monitoring and pre-planned events.

ECONOMIC CRIME UNIT

The Economic Crime Unit is made up of three specialist units who deal with different

aspects of financial crime across the force, these include; corruption investigations, payment fraud and major fraud.

OUR VISION

"To deliver a first class, specialist policing service for the railway and to be recognised by our customers as providing excellent value for money."

OUR MISSION

"Our mission is to protect and serve the railway environment and its community, keeping levels of disruption, crime and the fear of crime as low as possible."

Our Values

- **Integrity and Respect:** acting with honesty and authenticity, demonstrating respect and understanding.
- **Common Sense:** taking a sensible and practical approach and challenging bureaucracy.
- **Trust and Confidence:** promoting confidence in BTP and the Policing Service, providing a reliable and consistent quality of service.
- **Determination:** always strive to achieve the best results for our force, the railway and the public.
- **Professionalism:** providing smart, skilled and consistent service at all times, representing BTP in the best light.
- **Pride:** take pride in working for BTP and serving the community.



Change a life, starting with your own

Why you could be the perfect support worker for Norwood, and we could be perfect for you

As a support worker for Norwood you'll help to enrich the lives of adults with learning challenges living in our residential and supported living homes in London and Berkshire.

All of our support workers are rewarded with a competitive salary, flexible working hours and an array of benefits and training opportunities. In return, we are looking for people who are willing to help others in a kind and respectful manner while gently encouraging them to reach their full potential.

Our support worker jobs are open to anyone, but are particularly suited to people with previous experience in teaching, the police, the military or those who have cared for a family member or are looking to return to work. For Norwood, life experience is more important than formal training.

For a detailed job description, go to www.norwood.org.uk/careers. If you are interested in one of the life-changing opportunities we currently have on offer, email jobs@norwood.org.uk for further information or speak to our recruitment team on **020 8809 8809**.

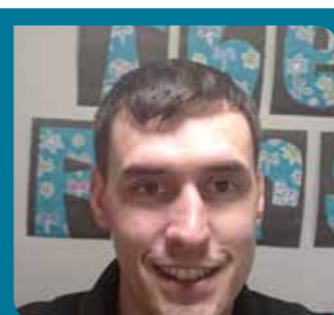
All jobs at Norwood are subject to an advanced Disclosure and Barring Service (DBS) check. Norwood is a disability confident employer. Patron Her Majesty The Queen. Registered Charity No 1059050

NORWOOD
— MAXIMISING POTENTIAL —





Two support workers facilitate a resident's ride at The Stables in Ravenswood, Norwood's collection of accommodations in Berkshire



MATTHEW THORNTON, A SUPPORT WORKER AT THE FIRS IN RAVENSWOOD

Matthew Thornton, 30, had worked in a variety of jobs over the years, as well as being a reservist in 151 Regiment in the Army's Royal Logistic Corps. Now, Matthew is a support worker at The Firs in Ravenswood, Norwood's residential accommodations in Berkshire that provide 24-hour-a-day, tailored support to adults with learning disabilities.

"In my current job I support people with a range of learning disabilities in their day to day lives," Matthew says. "The days are really varied and can include anything from support with morning routines and personal care to day trips and participation in the hobbies and interests of the people we support."

"Coming from a military background is very useful to me in this job," he adds. "Obviously, organisation and prioritisation are useful skills and enable me to stay on top of a constantly shifting workload. The hours are long and the work is difficult so physical fitness is important, as is mental toughness. Perhaps the most important characteristic, though, is discipline. Much like in the military, there are many situations in this profession where coming unravelled could have the very worst of consequences – so a sense of discipline is crucial in helping a support worker maintain a sense of calm under pressure."

Having said that, Matthew is keen to point out that, "It is an exceptionally rewarding job."

I really enjoy the pace and variety of the work here and, after a long day, I really feel as if I have achieved something worthwhile."

At Norwood we say that our support worker jobs are for people who want to "change a life, starting with your own". Are you ready for a life-changing adventure?

For a detailed job description, go to www.norwood.org.uk/careers. If you are interested in one of the life-changing opportunities we currently have on offer, email jobs@norwood.org.uk for further information or speak to our recruitment team on 020 8809 8809.

A day in the life of a norwood support worker

'It's the best thing I've ever done!'

Norwood offers a range of services to adults with learning disabilities to help make their lives meaningful and to support them to live as independently as possible. Residential accommodation services are offered throughout London and Berkshire.

Ravenswood, in Berkshire, is an established community that, for more than 65 years, has been a supportive and lively home to people with learning disabilities.

Vicki works as a support worker in Eretz, one of Norwood's collection of accommodations at Ravenswood. Eretz is home to people with learning and/or physical disabilities and is currently rated "Good" by the Care Quality Commission.

TELL US A LITTLE ABOUT YOURSELF...

My name is Vicki, I'm 45 and I have worked for Norwood for about two years now. I live nearby in Crowthorne – and have done pretty much all of my life – and love the feeling of giving back to the community through this role.

HOW DID YOU BECOME A SUPPORT WORKER?

I chose this line of work because my younger sister has Down's syndrome and, when she and my mum moved away, life felt a bit empty so I decided I would like to put my knowledge to use.

DO YOU HAVE ANY QUALIFICATIONS?

When I started a Norwood I didn't have any qualifications but I am currently doing my QCF Level 2 through Farnborough College of Technology. This is funded by Norwood and I love it because I only attend college one day every two weeks and can apply my learnings immediately on the job.

WHAT'S A 'NORMAL' DAY LIKE FOR YOU?

A normal day for me begins at 7am. I have been trained to dispense medication to residents so being here first thing is quite important.

Then it's on to personal care and breakfast, followed by a morning activity (this varies daily – there's a huge variety of activities provided onsite by our Complementary Activities team). Before long, it's lunch followed by either a little rest time for our residents or the option of more activities. Dinner flies around, which normally sees all of us (residents and carers) sharing a meal at the "family" dining table. After that we have some chill-out time in the evening. That is unless it's disco night – a huge favourite of the residents!

Come the end of the day you don't know where the time has gone and it's time for home.

I am a key worker, too, and I absolutely love it. It's so rewarding to see the person I directly support grow in confidence and to share her achievements. She has a variety of needs and some are slightly complex, but once you get to know her and understand her ways it's simple and just like any other two-way relationship. I listen to her needs and I meet those needs.

For example, she likes to sing so, quite simply, we sing everyday.

HAVE YOU LEARNT ANYTHING DURING YOUR TIME AT RAVENSWOOD?

Working for Norwood I have learnt not to be scared of the unknown. If you're willing to learn, anything is possible and Norwood knows how to help you accomplish your goals.

HAVE YOU FOUND ANY OF YOUR WORK PARTICULARLY REWARDING?

I have found all aspects of my job rewarding. I don't think there is anything I don't enjoy.

WHAT IS THE BEST THING ABOUT YOUR JOB?

The best thing about my job, far and away, is the people we support. They are incredibly compassionate, and often misunderstood. You only need to spend five minutes at Ravenswood to see how welcoming they are: they literally greet newcomers and visitors with open arms.

TELL US ABOUT YOUR COLLEAGUES

My work colleagues have now become my second family; they fit like a glove. It's all about team work and I figure that, if you have that, then you can't go too far wrong.

BEFORE FINISHING YOUR SHIFT YOU...

Before I finish my shift I always ask myself: Did I do the best I could? And so far, the answer has always been yes.

Your life-changing adventure starts here

Looking to get back in the work saddle but not sure where to start? A job as a support worker for Norwood could be just the thing to get your nose in front of the pack.

If you've spent time in the armed forces in any capacity, the chances are you will already possess many of the skills needed for a new career as a support worker at Norwood. You will have a strong work ethic and be a dedicated professional. You will be familiar with the personal sacrifices needed to prioritise others above yourself and you will take impeccable pride in your work.

Norwood provides specialist support for families facing crisis, and a range of services for people with educational challenges, learning disabilities or autism. Norwood believes that all people – regardless of circumstance or ability – can, with the right support, achieve more than they ever thought possible. And that is where you come

in. Should you choose to join our team, you will become part of the Norwood family, a community that makes a real difference to both the people we support and the people who support them.

Your six-week induction training will be just the beginning of a life-changing career adventure. As a support worker for Norwood, you will receive constant training in topics ranging from epilepsy to autism to emergency first aid. As a support worker for Norwood you will be given the opportunity to take part in a range of activities, from active days out to international adventures and domestic challenges (Norwood is well known for encouraging the people we support to take part in hikes, walks, runs and domestic and international bike rides).

Norwood currently employs around 1,250 passionate and committed people to help deliver high-quality services across a spectrum of age, need and ability to the people living in our residential and supported living homes in London and Berkshire. At Norwood, we are as devoted to our staff as we are to the people we look after. We offer a strong career progression as well as training and support to improve your existing skills.

One of the best things about being a support worker is that any and all of your previous life skills and hobbies will, at one time or another, be useful to you in your new role. Whether it's cooking, gardening, music, arts and crafts, driving or swimming... a job as a support worker will give you ample opportunity to share existing life skills with the people we support. Whatever you bring to the role, we can use these precious skills to enhance the opportunity for both you and the people we support. ●



Vicki, right, with one of the people she supports at Eretz, Ravenswood



An aerial view of Ravenswood, Norwood's collection of residential accommodations in Berkshire

Building your personal brand

When marketing yourself to a prospective employer, it's important to consider what makes you unique. Why should the employer choose you above the other applicants?

"TELL ME ABOUT YOURSELF"

Think of your favourite brand. What stands out about it? What makes that brand stand out for you? Why would you purchase that brand over the alternatives in the market?

An employer is your consumer. You are the product they are purchasing. Why should they purchase you over that cheaper or different brand? What is it about YOU that makes you stand out?

When entering the job market, you need to think about how you are marketing yourself and start developing a Unique Selling Point – you are your own advert.

YOUR PERSONAL BRAND

Your personal brand is made up of all the talents that make you unique. Your brand and reputation is derived from the different stories people tell about you.

The promises or declarations you make and the way you communicate these are the starting point. The actions you take

or your delivery on those promises may be perceived in diverse ways because of the different needs and expectations of those you meet. Building your brand is relatively easy because you already have one – you just might not realise it. Here are some practical steps for managing your reputation and building your personal brand.

1. Define it

Think about how you would describe yourself. Consider what personal qualities, style, knowledge, expertise, skills and competencies you would include (features) but also use your achievements to highlight the results (benefits). Ask people, "What three words describe me?"

Seek feedback from colleagues, peers, managers, friends and family. Think about people you admire and respect. Why do you feel that about them? What brand attributes do they display? Which ones do you share? Examine your online profile. Google yourself to

see what comes up. What are the results saying about you?

2. Communicate it

Be consistent and clear in all you do professionally. Be proactive and manage your visibility.

Highlight your key brand attributes when networking and in interviews. Your CV summary and online profiles are obvious vehicles to get your brand across. Practise your personal statement or 'elevator pitch' so it becomes natural in conversation. Ask people to recommend you on LinkedIn to establish your credibility in your area of expertise.

3. Manage it

Use social media networking to establish and manage your brand - but be aware that when it is up there, it is out there. Make sure your profiles are consistent and connected.

Authenticity is the key word for building a personal brand. It's no use making assertions that don't stack up. 'Demonstrate; don't declare!'



Preparing for Assessment Centres

An interview alone can be a daunting prospect but when an employer asks you to attend an assessment centre this can cause panic... thankfully, there are many ways to help prepare for an assessment centre and give yourself the best chance of being the stand-out candidate at the end of the day.

WHAT CAN I EXPECT?

Companies use assessment centres to gather as much information as possible about how candidates will perform in the job through relevant activities. Depending on the role being recruited to, activities can include: Skills tests | 1:1 interviews | Group interviews | Panel interviews | Presentations | Group tasks | Role play | Psychometric tests

It is likely that you will be asked to under-take 3-4 tests during the assessment centre and you may not always receive information prior to the day about what you will be asked to do. Preparation is vital, and while it seems hard to prepare for something when you don't know what it will involve, there are many things that you can do to help yourself. Firstly, the job description

will give you some insight in to what the employer will be testing for - take a look at the key requirements and person specification and ensure you feel confident in demonstrating these attributes.

WHAT DOES THE COMPANY ALREADY KNOW ABOUT YOU?

Whilst interviews can come in many forms, preparation is similar – ensure you have prepared examples of how you meet the requirements of the job. It is also important to know what you have written on your CV. This seems obvious but, did you only apply for this job or did you apply for many? Of course, you will have tailored your application for this job, so it is worth checking what you have already told them. If you are unable to view your application again, it is worth spending some time thinking about how you match the job.

PRACTISE YOUR PRESENTATION SKILLS

If a presentation topic and detail is not going to be released prior to the assessment centre you can still spend some time familiarising yourself with the company, current industry-related news items that might impact on your role, or even your presentation technique; practice reading out loud from a book to help measure your pace and tone. Ask a family member or friend to listen to you and give feedback.

Group tasks and role play are very hard to prepare for but by knowing your strengths and weaknesses and by thinking about how you can overcome them you will be helping yourself prepare. Psychometrics and skills tests can also be practised. Your CTP workbook has information on tests and there are many free practice tests available on the internet.

WHAT DO YOU KNOW ABOUT THE ORGANISATION?

Think about the different places that you'll be able to find out about an organisation: their website, social media channels and CTP Employer Focus page, if the company has one, plus Companies House records. You could also speak to any contacts you have in the organisation, and find current news articles/press activity online via Google.

Fundamentally, the employer wants to check that they are recruiting the best person for the job and this is your chance to find out more about the company and the role. Assessment centres are meant to challenge you but, with preparation and your personality, you may find you enjoy the experience.





The Ministry of Defence partnering with Right Management



Enhanced Resettlement Provision from CTP

INTEGRATED SUPPORT FOR ALL SERVICE LEAVERS

The new Career Transition Partnership (CTP) contract between the Ministry of Defence and Right Management commenced on 1st October 2015.

Essentially it is business as usual and any changes will be in addition to the wide range of services and support we have delivered since 1998 as the MOD's official provider of Armed Forces resettlement.

The most obvious change you may notice is that we have unveiled our new brand image and logo as shown on this page. We are also excited to announce some other online tools such as an interview simulator and Plotr, a game to match skills and interests to civilian careers.

Under the new contract we are delighted to now deliver integrated support to all Service leavers, regardless of time served or reason for leaving. This includes support for Wounded, Injured and Sick service personnel via CTP Assist (formerly the Recovery Career Services) and support for Early Service Leavers via CTP Future Horizons (formerly the Future Horizons Programme).

CTP will also be delivering two trial programmes, which will support spouses and partners of RAF personnel and one for eligible Reservists. Further details of the spouse trial can be found on the CTP website and the reservist trial will commence in 2016.

Read on for a reminder of the wealth of support available to you as you make the transition from the military to civilian life.

WHERE DO I START WITH RESETTLEMENT?

All Service leavers are entitled to resettlement support, consisting of time, financial support, training/upskilling and careers advice.

STEP 1: You are responsible for dealing with your resettlement arrangements and the first step in the process is to speak with your unit Resettlement Information Staff, who offer advice on your entitlement and the administrative process to access it.

STEP 2: You should then make contact with your Service Resettlement Adviser (SRA), in order to discuss your resettlement package and to register with CTP.

STEP 3: CTP provides advice, guidance, training and support to those leaving the military, and also incorporates RFEA – The Forces Employment Charity, who provide lifelong job finding support to Service leavers.

WHAT SUPPORT AM I ENTITLED TO?

The amount of support available depends on your length of Service and your reasons for discharge:



LESS THAN 4 YEARS SERVICE OR ADMINISTRATIVELY DISCHARGED: CTP FUTURE HORIZONS

CTP Future Horizons offers referral to tackle any barriers to employment, and a post-discharge tracking service to ensure personnel gain a route into sustainable employment, education or further training after leaving. Personnel will be referred to the programme upon discharge.

4 – 6 YEARS SERVICE: EMPLOYMENT SUPPORT PROGRAMME (ESP)

The Employment Support Programme is accessed 6 months' prior to discharge and includes a 1 day workshop and one-to-one interview, resettlement briefs, job-finding support, employment fairs and events, and access (on a standby basis) to vocational training courses. Career Consultant support is also available for up to 2 years post discharge.

Resettlement Support from CTP



6 OR MORE YEARS' SERVICE OR MEDICALLY DISCHARGED*: CORE RESETTLEMENT PROGRAMME (CRP)

The Core Resettlement Programme is available to eligible personnel up to 2 years prior to discharge, until 2 years after discharge. The programme comprises a 3 day Career Transition Workshop, one-to-one interview and ongoing access to a personal Career Consultant, along with additional resettlement workshops and briefings. The programme also includes job-finding support, employment fairs and events, and access to vocational training courses, along with travel and subsistence.

*Wounded, Injured and Sick Service Personnel

In addition to the Full Resettlement Programme, CTP Assist is available to help those individuals who have the greatest barriers to employment due to serious illness or injury, through personalised support and Specialist Employment Consultants. Individuals are referred to the programme prior to Medical Discharge.

HOW CAN CTP HELP ME?

CTP support covers three broad areas: Transition, Training and Employment. From creating a CV through to learning interview skills plus researching and applying for jobs, what the CTP offers can help you not just with your first civilian job, but throughout your working lifetime.



The programme is delivered at nine Resettlement Centres in the UK and one in Germany, along with the Resettlement Training Centre in Aldershot.

The resettlement provision includes face-to face support, online resettlement planning via myPlan, the personalised area of the CTP website, and access to our ex-military job board, CTP RightJob.

Successful resettlement requires clear aims, good job intelligence, effective networking and an intelligent approach to employers. It can also help to acquire extra skills. It's therefore vital that you take full advantage of the resources and facilities at your disposal.

TRANSITION

Workshops and Briefings - the first step for most on the resettlement journey is the three day Career Transition Workshop (CTW), which enables you to identify and evaluate those transferrable skills and qualities gained during Service. Following this, you will meet your Career Consultant and create a Personal Resettlement Plan, which will help identify the required steps for achieving your desired outcome upon leaving the Armed Forces.

A range of additional workshops and briefings are available, including Financial Aspects of Resettlement, Housing, Business Start Up, Networking and Interview Techniques.

Events - a full programme of employment fairs, company recruitment presentations and online events is available to Service leavers at any point in the resettlement process, offering networking, research and job-finding opportunities.

Online Support - myPlan, the personalised area of the CTP website, enables Service leavers to manage their own resettlement and offers career assessment activities, video library, Interview Simulator, Plotr career matching game, Personal Resettlement Plan, resettlement tracker and checklists.

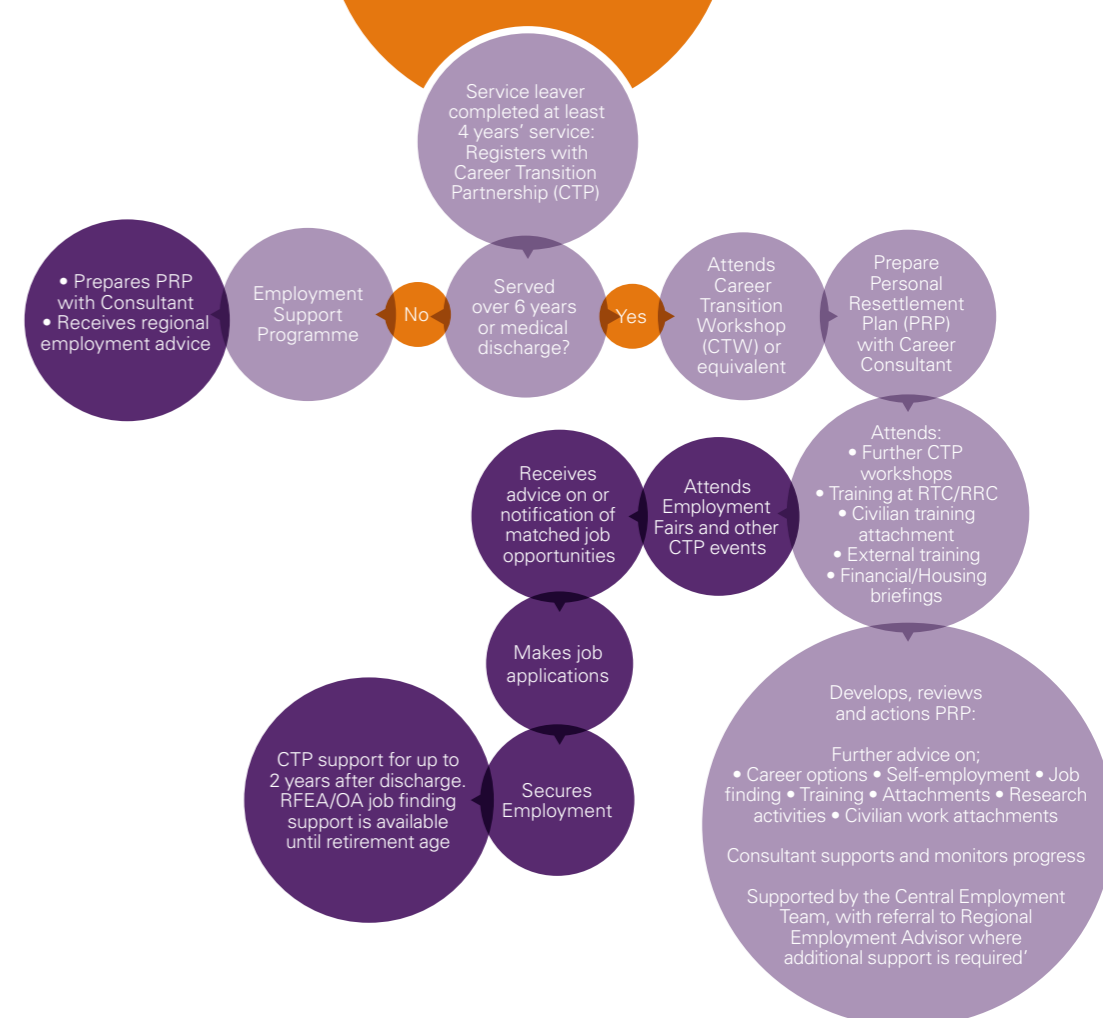
TRAINING

When leaving the Service, you get the chance to undertake vocational training to help you shape your future career. CTP delivers an extensive range of job-related vocational courses at Resettlement Centres and the Resettlement Training Centre in Aldershot. This is split into two types; Contract Funded and Non-Contract Funded training:

Contract Funded training has been 'pre-paid' for you by the MOD. This offers exceptional value for money and is the best way to make the most of your 'GRT pound'.

Non-Contract funded training can be funded using your Individual Resettlement Training Costs (IRTC) or ELC grants for; it is closely monitored for quality and is very competitively priced.

ROUTE MAP FOR SERVICE LEAVERS START HERE:



the lighter shaded elements also available to those with 4 to 6 years' service

If CTP does not offer the course you are interested in then you are able to find details of courses offered by hundreds of MOD approved Preferred Suppliers on the CTP website. All companies on this list have undertaken a stringent accreditation process to make sure their training is of the highest quality and value for money – so you can book with confidence.

The correct choice of training course can be the vital link between the skills you have gained during your military career and gaining successful civilian employment. Your Career Consultant is on hand to provide advice and guidance on choosing the right training to suit your future plans.

EMPLOYMENT

The Armed Forces equips its employees with a vast range of skills applicable to many industry sectors and CTP targets a wide range of employers to promote the skills, experience and strong work ethos Service leavers bring

with them after a military career. The employers themselves gain a high quality, no cost recruitment service and access to thousands of skilled and qualified individuals.

CTP RightJob is our online job finding service that lists thousands of live vacancies for Service leavers, with new ones being added every day. You can browse and search for available jobs by Industry, Location or Company Name, receive job notifications and alerts via email and submit job applications directly to employers. The website is easy to use and compatible with smartphones and tablets, plus you'll find video tips to highlight features on all key areas of the site. Registration is completed during the Career Transition Workshop.

The CTP Employment Team works closely with local, national and international organisations from all industry sectors to source and match suitable job vacancies for Service leavers. You'll receive regular job alerts

based on the preferences listed in your online profile, plus employers can also search the database for Service leavers with the skills they're looking for, and notify them of current vacancies.

Your career consultant is available to provide advice and guidance on job applications, CVs and covering letters, and the central employment team provide assistance with RightJob, along with links to further employment support where required.

Whilst we are making some changes, be assured that our support and the provision to help you through your resettlement remains unchanged, and will be enhanced in the coming months. We are here for you throughout your career transition - from two years pre-discharge and up to two years post-discharge.

Should you have any questions about your resettlement, please get in touch. You can find a wealth of information along with our contact details at www.ctp.org.uk



UCP Specialise in Close Protection

UCP know exactly what you need to get that job be it in the UK or UAE or in Testing locations such as Iraq or Mali.

- Good training from seasoned operators and instructors (Best of British)
- Relevant awards and certification (nothing is wasted)
- Networking and Introduction to specific overseas security contractors and UK operational companies including our own UCP Operations division.

UCP guide you all the way; from initial talks about the industry – helping and supporting you until you initiate employment. (we never give up)

WHY CHOOSE UCP AS YOUR TRAINING PROVIDER?

- UCP are one of the very few training providers with top reviews/feedback on the ELCAS website and social media. UCP are proud to serve the MoD in providing the very best training and post-employment support for British Soldiers.
- UCP are one of the longest established British companies that specialise in Close Protection medium to high risk operations and training only 2003 – present.
- UCP have 8 main Instructors with backgrounds from; 2 Para, (RMP) Royal Military Police (former SO14), RMP CPU (SEG) British Special Forces, British Royal Marine Commando, Former Mi5 agent, and a wealth of knowledge

from our highly trained and seasoned Civilian Instructors.

- Since 1991 UCP Security Services “Operations” have been protecting VIP clients, Celebrities, Government officials UK and overseas, not to mention being tasked with providing training for teams on high risk overseas operations.
- Since 2003 Up Close and Personal Group have been training overseas Internal Security Forces in the Middle East and Africa.
- UCP UK Training provide the security industry a data base of trained operatives
- UCP operations division also work with many other security contracting companies (UK and overseas)

CHOOSE YOUR TRAINING PACKAGE.

- 21 day Working as a Close Protection Operative
Course cost: £2400 including accommodation
ELCAS claimable: Yes (Training Provider number: 5011)
WSO funded: Yes (up to 50% of the course)
Courses delivered every month: 1st -21st
- 28 day combined (CPO/HECPO) Working as a Close Protection Operative and Private Security Contractor (PSC) tactical Live Firearms (Level 4 PSC HABC (9mm/5.56mm/7.62mm weapons proficiency) for Hostile Environment Close Protection Officers including: Drone

- Operator, B6 Armoured Vehicle, (PSC) Private Security Contractor and (CQB) Close Quarter Battle, Surveillance (Urban/technical/rural) CTR (Close Target Reconnaissance CPO/HECPO/PSC/
Coarse cost: £6000 including accommodation, return flights to our ranges in Sardinia.
ELCAS claimable: Yes (only the first 21 days are claimable with ELCAS Provider number: 5011
WSO claimable: Yes (up to 50% of the course)
Course delivered every other month 1st – 27th
- 40-day Combined Working as a Close Protection Operative and Private Security Contractor (PSC) tactical Live Firearms (Level 4 HABC (9mm/5.56mm/7.62mm) for Hostile Environment Close Protection Officers, FREC Level 3 medic, Drone Operator, B6

- Armoured Vehicle, (PSC) Private Security Contractor and (CQB) Close Quarter Battle, Surveillance (Urban/technical/rural) CTR (Close Target Reconnaissance CPO/HECPO/PSC/
Coarse cost: £6000 including accommodation, return flights to our ranges in Sardinia.
ELCAS claimable: Yes (only the first 21 days are claimable with ELCAS Training Provider number: 5011
WSO claimable: Yes (up to 50% of the course)
Course delivered every March and September only
- Relevant information to book a course
Call 00447966176129 (mobile and overseas)
Call 01474 832032

- (Academy direct)
Call 08001951644 (Freephone and main London admin office)
contact@ucpgroup.co.uk
jemma@ucpgroup.co.uk
- Visit: www.ucpuk.co.uk (Training)
Visit: www.ucpgroup.co.uk (Group)
Visit: www.ucpso.com (Operations)
- ELCAS Approved training provider number: 5011
WSO is a private funder that will fund up to 50% of all UCP courses and you would return this funding through a work plan where you would not have to pay this funding back unless you work for the following companies.
Guardian Security
Trident Security
TCB

- UCP SO
Ex Mil International
Chelsea Staff Bureau
Trojan Security
- Pay example: domestic close protection: £175 - £320 per day
International high-risk protection: £285 - £450 per day
- Interviews and CV support will be given at the end of all courses.



UCP UK TRAINING

UCP GROUP CHANNEL

contact@ucpgroup.co.uk

08001961644 or +441474823032

07966176129 or 00447966176129

www.ucpuk.co.uk
www.ucpgroup.co.uk
www.ucpso.com

07966176129

Tel: 01270 219 760

www.cercoit.co.uk



Transitioning HM Forces into a new career



At Cerco IT we recruit and train ex HM Forces personnel into the IT industry. Providing a range of training and career opportunities for all personnel whether you are an early leaver, reservist or have been medically discharged.

"Cerco IT as a whole genuinely changed my aspects in life, under no obligation at all they secured me a temp/perm role with BAE systems without any hesitation and before doing there course. Leanne and the HR team made everything a breeze when I was told I had an interview and then to follow the job it was surreal."

Their one week course is the best course I have attended in a long time Dan was a fantastic teacher along with an immense knowledge in all IT installations, software and hardware, Dan made the week as entertaining and humours but cramming as much knowledge in as possible. Hats off to Dan!

Being military I found Cerco at an employment day they offered a range of work opportunities for a FREE course. If it weren't for Cerco IT I wouldn't be in a dream job as I am now Thank you so much I cannot recommend them enough!"

Jordan, HM Forces



www.cercoit.co.uk

Tel: 01270 219 760



Free instructor led, practical classroom course

Cerco offer **FREE** practical IT training

Do you want a career in IT? We can make it happen!

Cerco have been training and selecting candidates to get a foothold in the IT industry since 1989. Since then thousands of candidates have been trained and placed into roles for some of the largest IT companies in the UK, including Fujitsu, Computacenter, Ricoh and Sharp. Could you be next?

Our clients are looking to place Cerco students into their roles and see the significant benefit that ex-military candidates bring to their organisations. Previous IT experience has never been a pre-requisite of ours, so don't worry about not being up to speed with the latest technology, we'll teach you what you need to know and you will be paid full market pay rates for any work you do for us.

More and more employers are looking for vocationally trained people. They need to know that they have been trained to do the job, not just to pass exams. Cerco have been at the forefront of this type of hands on IT Training for nearly three decades.

Recently, these two candidates signed a permanent contract with Computacenter, having successfully completed their 12 month temp to perm assignment with Cerco. We have roles UK wide. This could be you! This is what their regional manager had to say:



On behalf of everyone I'd like to say well done and congratulations to both JS and DG who have worked extremely hard and delivered above expectations. I know from experience that embarking on a new career outside of the services isn't easy. The initiative is national so we're looking across other regions and I'm confident that working together collaboratively we'll get there. I mentioned at the outset that this was a really great day for Computacenter, but similarly it is for Cerco IT and I'm sure that the partnership will continue to flourish.

'Trained and trusted resources'

From a unique IT solutions provider

UK wide presence

info@cercoit.co.uk

Call us on 01270 219760

CERCO IT LTD

Cerco House
Southmere Court
Coppicemere Drive
Crewe, CW1 6GU

www.cercoit.co.uk
info@cercoit.co.uk

Tel: 01270 219760



Sava

If you are looking for a new career, have you considered re-training to become a residential surveyor?

Working as a residential surveyor and valuer is the perfect way forward for those with an interest in property. This professional and well-respected career commands excellent salary prospects and, due to a skills shortage in the industry, demand for surveying services is ever increasing.

WHAT IS A RESIDENTIAL SURVEYOR?

There are many aspects to the career and many options once qualified, but residential surveyors are mainly known for carrying out HomeBuyer Reports and valuations on properties prior to sale. It is a varied and flexible career with many opportunities either working for yourself or for a firm.

Alan Milstein, a residential surveyor and chairman of the Residential Property Surveyors Association (RPSA), said:

"Being a residential surveyor is a rewarding career. In essence, residential surveyors assess properties for their general condition, energy efficiency

and value, and those on the Sava Scheme can also produce Home Condition Surveys which help home buyers understand the condition of the property they want to purchase.

"Residential surveying is an integral part of the housing market and offers good prospects, with potential for qualified surveyors to work within companies such as estate agents and banks, or to set up on their own and offer surveying services on a consultancy basis to businesses and home buyers alike."

Residential surveying could be the career for you if:

- You find property interesting
- You want great career prospects
- You want a role that's in high demand
- You want to be well paid - the average AssocRICS salary is £49,293 (source: RICS 2018 UK rewards and attitude survey)
- You want flexible employment opportunities, including self-employment
- You want a well-respected career path
- You like challenges and for each day to be different
- You don't want to be sat at a desk all day

HOW CAN I BECOME A RESIDENTIAL SURVEYOR?

Sava offer the only vocational qualification with direct entry into the Royal Institution of Chartered Surveyors. The course is structured to allow learners to continue to work full time whilst studying if they wish as the course is delivered with 12 months of part-time training, involving 2 training days a month. This is followed by 12 months of assessment which is carried out in your own time. The course teaches you everything you need to know to become a competent surveyor and no prior knowledge, experience or qualifications are needed.

Once qualified, Sava graduates are eligible for direct entry into RICS at Associate member level, meaning they can offer RICS products such as HomeBuyer Reports and valuations, as well as



having the prestigious AssocRICS designation after their name.

Hilary Grayson, head of surveying services at Sava, says:

"Residential surveying is particularly suited to those who are passionate about housing, confident in dealing with other people, determined and self-motivated, and have a good eye for detail.

"We believe these people could help to alleviate the looming skills shortage in surveying, and could become new associate members of RICS, an accreditation that is so important both professionally and to the industry as a sign of quality."

WHAT DO THE SAVA GRADUATES SAY?

Ben Browne re-trained to become a surveyor in 2018. He

WHAT WILL I STUDY?

The Diploma is a vocational qualification, meaning it is all about giving you the skills and knowledge to be a well-rounded residential surveyor. Some of the modules covered include:

- **Valuation** - Determining property value, RICS mandatory requirements, how condition affects value, regulatory and legal requirements and different types of valuations.
- **Construction** - This module focuses on foundations, floors and walls, desktop research, scale drawings, floor plans and calculating U-values as well as building services.
- **Law** - The law and its background, easements, restrictive covenants, contract law, negligence

and occupier's liability are looked at in this module.

- **Inspecting Property** - The inspection 'agenda' and equipment, property measurements to include floor, volume and ceiling as well as the residential cost-rebuilding calculator.
- **Building Pathology** - This module focuses on the process of diagnosing the cause of building movement, damp and defects. It includes ground and above ground-based movement plus loads more.
- **Assessing Services** - This module looks at service systems and what can go wrong. It covers inspection and testing of service systems, electrical systems, heating services, plumbing and drainage.

now works at a medium-sized firm in Croydon. When asked what a typical day as a practising surveyor involves and what he enjoys about his job, Ben said:

"A typical day as a surveyor for me at the moment; I wake up at home, check my diary, check the property that I'm going to, get in the car and arrive at the property. Depending on the survey type I will spend about 2 to 4 hours inspecting the property, with a little coffee break to meet the vendor. After I

have completed the survey I will head back to the office. Once I'm back to the office I will upload the photos and start compiling the report. During this time, I have all the other surveyors sitting around me and we discuss what we have seen that day and see if we can help each other out in any areas and help compile the reports.

My favourite part of the job is meeting people, whether it is fellow surveyors, meeting estate agents in offices, or going to properties and meeting vendors.

You meet some amazing people, with good stories, you make some good connections. It's something I am certainly enjoying. I have never enjoyed the working week more. Every day is a new challenge to me. The week flies by. It is the only job where I wish I had more hours in the day. Every day you are at a new property with a new set of challenges and a new issue to deal with. If this is something you enjoy then this is certainly the career for you."

You can hear more from Ben and other Sava graduates on our YouTube channel by simply searching for 'Sava Surveying'.

The great thing about residential surveying is the flexibility the career offers; you can set up a self-employed business and be your own boss, work for a large firm where you are home based, or work for a smaller firm if you like an office environment.

Stephen Anscombe was working as delivery driver when he decided to look for a new career.

"I was thinking of embarking on a new career to bring more fulfilment and satisfaction, but ultimately was not sure what path to go down. Over the following weeks, I did many hours of

research into the industry and felt a career in Residential Surveying would be right for me. Nearly 3 years on from that decision and I haven't looked back!

Many of the other candidates like myself on the course were currently in employment. For me, going to university for 3-5 years was not an option that I felt comfortable with. With Sava you obtain a degree equivalent qualification and have the option of becoming an RICS member in little over two years. It really is a no brainer. The lecturers and the staff are incredibly knowledgeable in their respective area of expertise, are friendly and approachable."

HOW DO I FIND OUT MORE?

Sava run regular briefing events where you can come along to find out more about what being a residential surveyor involves, meet the team and hear about how the qualification works. You can book a free place and find out more about the diploma here: www.sava.co.uk/resettlement.

Sava are pleased to be able to offer readers of this magazine a £500 discount on course fees. Simply state where you saw this article when you speak to us. ●

Part-time training to become a professional Residential Surveyor

The Sava Diploma in Residential Surveying and Valuation

- ✓ Vocational qualification delivered by industry experts
- ✓ Leads to direct entry into the Royal Institution of Chartered Surveyors
- ✓ Options to be self-employed or work for a firm
- ✓ Part-time training delivered over 24 months
- ✓ Training locations across the UK

☎ 01908 442244 ✉ hello@sava.co.uk 🌐 www.sava.co.uk/resettlement/

Mentoring

Most service leavers thrive in civilian life. However, some may struggle if complications aren't addressed early enough and this may lead to more drastic intervention later on.

Issues that some service leavers may face are often centred around employment, housing, finance and dependency.

SSAFA, the Armed Forces charity runs a mentoring service to support service leavers as they return to civilian life. The scheme provides support for Wounded, Injured and Sick (WIS) personnel leaving the services. In 2018, SSAFA supported 219 service leavers who were having difficulties with the initial phase of transition into civilian life.

SSAFA is also now running a trial at Catterick Garrison, working with the Ministry of Defence, the Army and the Career Transition Partnership. This trial will open up the service to anyone who leaves the military at Catterick Garrison whether they've served for one day or 20 years.

SSAFA mentors can help with practical and emotional support, assisting with decision

making, supporting career moves and offering independent and confidential advice. This could include advice on how to pay bills, access a GP or dentist, find suitable housing, help writing CVs and encouraging new activities to avoid social exclusion.

SSAFA will always be there for serving personnel, veterans and their families in their time of need – and we are proud to offer lifelong support. The MoD funds many projects that support veterans which SSAFA is involved in, including Veteran's Gateway that supports veterans in need and the Armed Forces Covenant. We know that transition is a pivotal time for those leaving the Forces but often issues that we see do not manifest into a problem until much later. This is where the SSAFA mentoring project looks to supplement the support of the Army to ensure that issues like these do not develop due to early intervention.

HOW SSAFA MENTORING CAN HELP?

When Jack Valentine was medically discharged from the Royal Navy in 2017 he was left facing an uncertain future at the age of just 25. Jack developed mental health problems just weeks after passing his basic training and saw his long-held dream of a military career slip away from him. Now with the support of his SSAFA mentor, Darren Mayne, and his dog Chief, Jack is back on track and planning for the future.

After initially training as a chef, Jack joined the Royal Navy as an Air Technician. He said: "I struggled with the reading required and they realised I was dyslexic so I changed to Seaman Specialist. That was my idea of what the Navy was - driving boats, resupply, I loved all the training."

After passing his basic training in February 2016 Jack went on to complete his Phase 2 Seaman

Specialist training and was posted to Devonport. He said: "Unfortunately, within a couple of weeks of being on ship my mental health really deteriorated. It was a bit out of the blue and I think I thought it was just normal at the time. Things went badly wrong the first night out with the crew drinking after work. I thought I was having a great night out but it's all a blank. I got arrested and woke up in a cell."

Jack was treated at a psychiatric unit but the episode marked the end of his Navy career and in April 2017 he was medically discharged. He said: "Despite everything that happened in that time I made the most of it and got my learning credits and did a couple of courses."

During his resettlement process Jack found out about the SSAFA mentoring scheme and he has been meeting volunteer mentor Darren Mayne regularly since he returned to the North East following

Jack, ex-Royal Navy engineer, was struggling when he was medically discharged in 2017. With the support of his SSAFA mentor Darren he is back on track with a role in the security industry.



Need help transitioning to civilian life? Watch the SSAFA mentoring service animation to find out more ssafa.org.uk/mentoring.



AMEY WORKING WITH SSAFA TO SUPPORT VETERANS AND RESERVISTS

Last year, Amey was awarded the Armed Forces Covenant Gold Award for supporting those transitioning from the military into a new career, employing veterans and providing flexibility for Reservists.

In 2015, Amey Defence Services partnered with SSAFA, the Armed Forces charity, and made a commitment to raise £250,000 within the five years of our contracts. Having now passed the £225,000 mark, our fundraising has helped to support 219 wounded, injured or sick Service leavers and those struggling with the transition.

www.amey.co.uk

ATTRACTING AND RECRUITING TALENT

Attracting and recruiting talented ex-military personnel is important to us. Gary Charman is a great example, having joined our team as a Delivery Manager after serving in the Royal Navy for 15 years.

Gary said "I was apprehensive to be leaving the Services for the FM world but I soon realised how similar it is. We deliver the same services such as heating and hot water but the buildings we look after don't go off on exercise or deployment. My military background allows me to apply my knowledge and attitude gained within the military to my current role."

Gary is really enjoying his role with Amey and has some advice for anyone leaving the Forces looking for employment.

"The biggest hurdle on leaving the Services is to understand how your experiences can be applied in the 'real world'. There is lots of help through resettlement



Forces leaver Gary Charman, in his new role as Delivery Manager at Amey.

and training courses and those lucky enough to have access to roles offered by the likes of Amey would definitely find the transition relatively easy."

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your experiences can be applied in the 'real world'. There is lots of help through resettlement and training courses and those lucky enough to have access to roles offered by the likes of Amey would definitely find the transition relatively easy."

The biggest hurdle on leaving the Services is to understand how your experiences can be applied in the 'real world'



To find out more about SSAFA mentoring, please visit ssafa.org.uk/mentoring

Protecting globally with FCO Services

WHO WE ARE

As part of the Foreign and Commonwealth Office (FCO), we are a trusted, global supplier of secure products and services to the UK and international governments. We have come far, our roots date back to the Diplomatic Wireless Service during World War II and now, since 2008, we have operated commercially as a government trading fund, delivering more than £1bn of secure products and services to our UK government customers. We also provide services to foreign governments and international organisations closely linked to the UK.

Operating worldwide, our security cleared people design and deliver secure services in more than 250 embassies, high commissions and other critical government facilities across 160 countries. We design and build government facilities, including diplomatic premises, servicing their technological and logistical needs anywhere in the world. The services we provide include protective security, estates and construction, cloud computing, communications and monitoring, logistics translation and interpreting. We are also the UK National Authority for Counter Eavesdropping (UK NACE), helping protect UK assets from physical, electronic and cyber attack.

WHAT WE DO

Security is at the heart of all that we do. Our expert teams handle everything from installing secure communication systems and IT infrastructure to upgrading customers' sites and building entire embassies. These are the kinds of projects you could be delivering seamlessly across the UK and around the world.

Your work will matter because people, assets and information

matter to our customers. You'll be giving them the assurance that they, and their people, are safe from technical and physical threats, wherever in the world they work. And, as such, you'll be providing one of our most valuable services.

Perimeter and Protective Security:

Drawing upon unrivalled experience, we design and install highly secure perimeter and protective systems. Our solutions include CCTV, Access Control Systems, Incident Alarms and Intruder Detection.

Radio and Satellite:

Our teams enable our customers to communicate on a global scale. They design, build and deploy bespoke radio, satellite and internet communication systems – often in remote or hazardous locations.

Secure Telephony and Video Conferencing:

We enable our customers to communicate securely on a global scale – often in remote and hostile locations. Our services range from

telephone infrastructure design and integration to data encryption and the installation of secure rooms for video conferencing.

Secure Cabling and Installation:

Our security-cleared staff install secure communication systems around the world. They draw on their specialist knowledge of secure data, network, electrical, voice and audiovisual installations to deliver robust and bespoke solutions.

Technical and Building Security:

We integrate security into the fabric of buildings. Our teams design, project manage and install security measures ranging from secure conference rooms and bespoke doors and walls to secure air conditioning and alarm systems – protecting assets from both technical and physical attack.

WHY WORK FOR US?

Because our work is of extraordinary importance, we can offer roles of remarkable impact. Join our diverse and accomplished team and you'll find careers with unparalleled variety and a rare blend of governmental stability and commercial drive, which allows us to be dynamic and competitive within our markets. But more than this, you'll find a job to be proud of.

Whatever your role, whatever your level, you'll support and deliver complex work that just matters more. Your contribution will help keep people safe, protect critical information and safeguard the UK's interests overseas. As such, your work will have greater significance. And the impact you make will reach further.



We give our people greater responsibility, we support their development, and we listen to their ideas. What's more, ours is an inclusive environment where people from all disciplines and backgrounds work as one. We have a keen focus on the work/life balance of everyone here. And we offer the satisfaction that comes with supporting and delivering work of immense importance around the world.

The result? We're a place where people stay and grow – developing rewarding careers that last. FCO services are fortunate enough to have many ex military staff working for us, from our security installations teams, to our UK teams such as our project managers. We'll do all we can to build on your strengths, provide training for qualifications, and create opportunities for lasting career progression. Many ex forces staff find our technical installer roles a good transition when leaving the forces, due to our culture, the nature of our work, the non standard hours of work and the travel opportunities.

Visit our web site to find out more about us www.fcosecervices.gov.uk or our careers web site to find out more joining our team www.fcocareers.co.uk

We have a number of vacancies at the moment, including technical installers. If we don't have anything available that matches your needs when you are looking to apply, register with us for email alerts and we'll contact you when a suitable role comes up. ●

ABF

THE SOLDIERS'

CHARITY

The Army's National Charity

75TH ANNIVERSARY 1944-2019

We were formed in 1944 to care for the soldiers and families of those who fought in the Second World War.

75 years on, our purpose has not changed: we exist to ensure that all soldiers, veterans and their families are afforded the independence and dignity they deserve.

To find out more, visit www.soldierscharity.org

Help us be here for their tomorrow.

Contact us for information on how you can apply for help, find out more, or get involved in one of our fundraising challenges:

Tel: 020 7901 8900
Email: info@soldierscharity.org

ABF The Soldiers' Charity is a registered charity in England and Wales (1146420) and Scotland (039189)

Registered Office:
Mountbarrow House
12 Elizabeth Street
London SW1W 9RB



Left to right: Brenda Hale, John Tyson, Mark Smith



Army veteran drives motorsport career to success

In 2010, while serving in Afghanistan, Matt Stringer was injured by two Improvised Explosive Devices (IEDs) which left him with severe hearing loss. Now, with the help of The Soldiers' Charity, he has a rewarding second career in motorsport.



Matt had been interested in an Army career since childhood. In 2004, at the age of 17, he joined the Army as an infantry soldier in The Royal Anglian Regiment. Matt undertook six months of arduous training in Catterick, completing a variety of jobs, but his main role was as a sharpshooter.

He served on two operational tours of Afghanistan during his nine-year career. On his latter tour in 2010, he was injured by two IEDs which severely damaged both his eardrums. He remembers: "At the time I didn't even know, I thought it was just ringing in my ears."

Matt returned to the UK to have hearing aids fitted before spending two and a half years as a driver in Germany. In 2013, he was medically discharged from the Army. Matt had always had an interest in motorsport and was pleased to undertake a short placement with Mission Motorsport – the Forces' Motorsport Charity.

Last year, The Soldiers' Charity awarded Mission Motorsport a total of £40,000

to give veterans the chance to work in the automotive and motorsport industry. At Mission Motorsport, veterans can learn and practice a variety of skills from mechanics to management and gain self-confidence to pursue their future goals.

Through Mission Motorsport, Matt was offered employment with Track Group as a Heavy Goods Vehicle (HGV) driver. At the time, he did not have an HGV driving license, so The Soldiers' Charity offered to pay for his training. In late 2015, Matt began an accelerated apprenticeship, attaining his City and Guilds National Vocational Qualification (NVQ) Level 3 in Vehicle Maintenance with Mission Motorsport.

Six years on, Matt is a qualified race mechanic and utilises his skills with Track Group. With the guidance of his career mentor, Adam, he has successfully translated his interest in motorsport into a rewarding career. His attitude to hard work has always been: "I've done it once; I can do it again."

Alongside his work with Track Group, Matt has started his own business in vehicle wrapping. He wraps race cars and track day cars to protect the body and structure from damage during races. From colour changes to protecting wingmirrors and bonnets, Matt has continued his training by constantly taking on more courses to keep his skills at the cutting edge.

Matt added: "If I didn't get the funding, I wouldn't be here



ABF THE SOLDIERS' CHARITY

The Soldiers' Charity was formed 75 years ago to ensure that soldiers returning from the Second World War and campaigns such as D-Day were taken care of. Our purpose remains unchanged – to ensure that all soldiers, veterans and their immediate families can live a life of independence and dignity.

This year, the charity has provided support to around 70,000 British Army soldiers, veterans and their families in 68 countries across the globe. The youngest person we supported was two, the eldest was 102. We have been proud to assist 33 Second World War veterans this year – as well as funding 92 other charities and organisations that help the Army family at large.

To find out more, visit www.soldierscharity.org

now. I don't know what I'd be doing." Thanks to the support that The Soldiers' Charity gives to charities like Mission Motorsport, veterans like Matt can excel in a career after their resettlement. ●



RFEA receives generous funding from ABF The Soldiers' Charity to provide help to thousands of ex-servicemen and women

RFEA, the Forces Employment Charity, has received two generous grants from ABF The Soldiers' Charity, totalling almost £400,000.

The funding will enable RFEA to continue its hugely successful work to provide employment advice, guidance and mentoring to veterans through its Ex Forces and Bridging the Gap programmes.

The Ex Forces programme is the only one of its kind which provides regionally based, comprehensive career advice and job opportunities to all ex-military personnel, irrespective of circumstances, rank, length of service, or reason for leaving.

Bridging the Gap provides specialist vocational support to ex Forces who face problems in their lives that make it harder to get and keep a job and who are no longer eligible for CTP resettlement support.

Commenting on the grants, Alistair Halliday, RFEA's chief executive, said: "We are hugely appreciative of these substantial

grants from ABF The Soldiers' Charity. We couldn't help those we do without the wonderful assistance and support we receive from our key funders. Thanks to the generosity of The Soldiers' Charity we will be able to continue delivering life-changing support to many soldiers and veterans who need our help."

Brigadier (Ret'd) Robin Bacon, Chief of Staff, ABF The Soldiers' Charity adds: "Offering our veterans advice and support to get back into employment after their time in the Army is crucial to their wellbeing and to securing their future. RFEA has provided their vital services for many years and they thoroughly deserve the grant we have awarded, which will help them care for our veterans for the long-haul."

Last year RFEA supported almost 20,000 ex Forces personnel and created over 90,000 job opportunities. ●



WHAT TO EXPECT:

- Any service leavers, reservists or veterans (regardless of circumstances, rank, length of service or reason for leaving) who would like RFEA's advice and support, can start by registering for support on our website www.rfea.org.uk or call our Central Support Team - email info@rfea.org.uk or call **0121 262 3058**.
- An adviser will be in touch to find out more about your situation and how your job search is going.
- We will carry out a 'needs assessment' which will help us understand any barriers to employment, relating to issues such as health, housing, debt etc. If any additional needs are identified, our adviser will then be able refer you to other organisations who can provide the relevant help required.
- Our Regional Employment Advisers, and Specialist Vocational Advisers, can then help develop your employability to present you to employers in the best possible way. We are based in Scotland, Wales, Northern Ireland and every region of England, so we provide advice on what to apply for, how to find work and develop a good CV, all based on our expert knowledge of local employers and the job market in your area.
- Your adviser will grant you access to the bespoke job search application 'RightJob', which has jobs specially sourced for the skills and aspirations of Ex Forces, to get you on your way to finding a job that is suited to you.
- We will also support you with interviews, both before and afterwards, to help you find employment opportunities that enable you to thrive.

ABOUT RFEA EX FORCES PROGRAMME

Our Ex-Forces Programme provides ex forces jobs and career advice and thousands of job opportunities (from employers who value ex military recruitment) to all ex servicemen and women irrespective of when they left the armed forces.

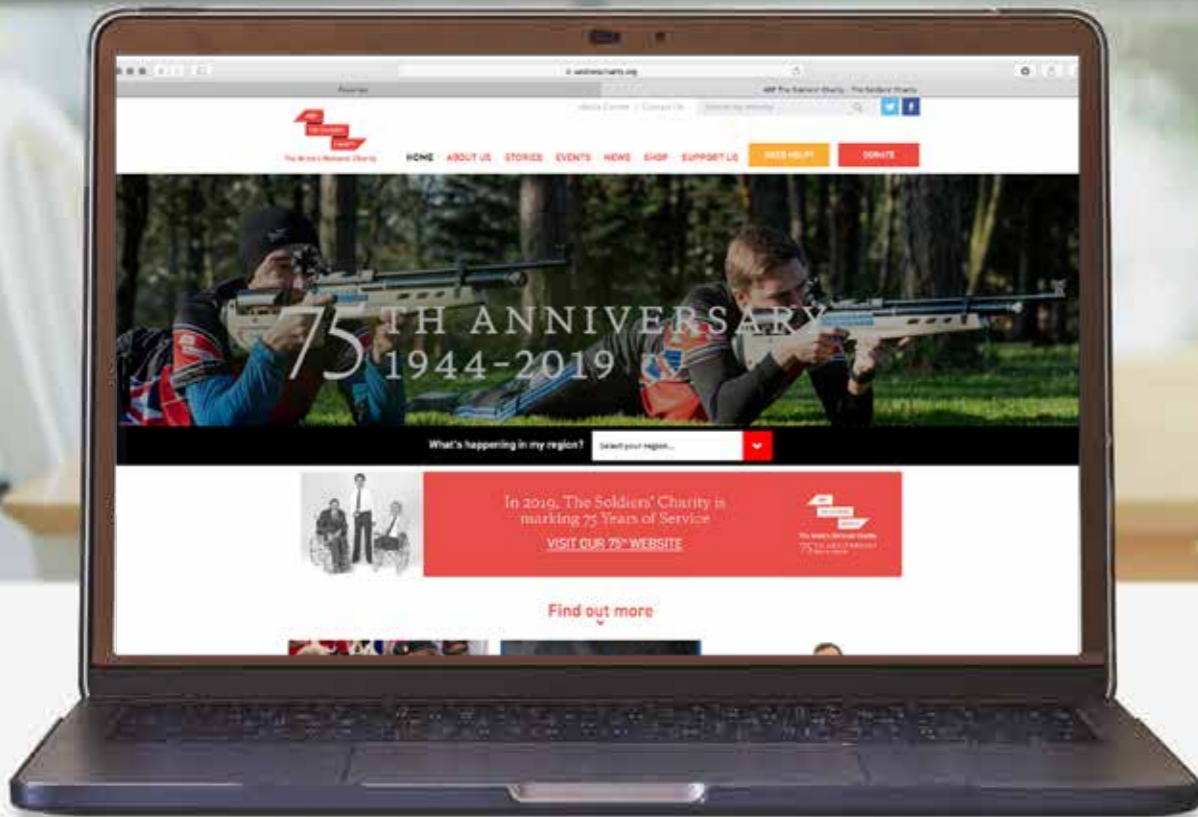
We know that people don't only need employment support once in their life. In today's rapidly changing jobs market everyone faces the risk of redundancy; the need to re-focus their career, or simply the need to find a new job.

Our Ex Forces Programme is the only programme which provides regionally based comprehensive employment support to all ex servicemen and women. We also provide support to those who are overseas and have a dedicated Gurkha advisor in the UK.

We provide support to everyone, including those who face barriers to work such as disability and other health issues, as well as those who have been unemployed for a longer period of time.

WHAT EMPLOYERS SAY ABOUT HIRING EX PERSONNEL

"Since 2014, the FDM Ex-Forces Programme has helped well over 500 ex-services personnel transition into the business world. It's an exciting process, with candidates relishing new career challenges and bringing significant value to FDM Group and our clients. We recognise that individuals who have served in the Armed Forces have many transferable skills, ranging from adaptability and maturity through to responsibility and leadership. We have a strong relationship with the RFEA and have worked alongside them since we started in 2014. The RFEA's CTP Employment Engagement Team plays an instrumental role at the front end of our recruitment process - enabling the service leaver to take that first step in the commercial sector and increasing our talent pipeline. Ultimately, this helps to iron out the transitional process for service leavers and veterans." **Danielle Sandy Head of Recruitment - Ex-Forces Programme & Deputy Regional Manager (South), FDM**



ABOUT RFEA'S BRIDGING THE GAP PROGRAMME

Bridging the Gap provides specialist vocational support to ex-Forces facing problems in their lives that make it harder to get and keep a job and who are no longer eligible for CTP resettlement support.

We advise on suitable jobs, working with an understanding of issues around health, life or other difficulties that make it harder to get a job. We help people make positive changes, advise on the local jobs market and help with accessing training to get the right skills.

BRIDGING THE GAP

- 71% of ABF Bridging the Gap clients improved their job skills and motivation
- 75% of ABF Bridging the Gap clients improved their workplace and social skills
- 71% of ABF Bridging the Gap clients improved their health and wellbeing



PTSD devastated my life. RFEA has given me a clear plan. I won't get to where I want to go without the RFEA.

TOM, ARMY, NOW STUDYING HORTICULTURE



RFEA's help means I have a job and a happy life with my family.

JHABINDRA, GHURKA, NOW WORKING IN MPGS



RFEA is excellent really, always in touch. My back injury means it's harder to find suitable work.

ALAN, ROYAL ENGINEERS, LOOKING FOR WORK IN THE RAILWAY INDUSTRY

ADVANCE YOUR CAREER WITH THE OPEN UNIVERSITY

Preparing for the move to civilian life? Whether or not you already have a career option in mind, take a look into the exciting and relevant qualifications that we offer. You'll enjoy the reassurance that we're a world-leading provider of distance learning and that over 1,500 forces personnel are currently studying with us.



Find out how we can help you develop your career path for civvy street visit openuniversity.co.uk/easyresettlement



50
YEARS

Settling into civilian life be better prepared with The Open University



For the past fifty years, we've made it our mission to open up education for all.

As the largest UK academic institution, we've empowered over two million students across 157 countries to transform their lives through learning – helping to make the impossible, possible.

Every year, many armed forces personnel achieve qualifications with The Open University (OU). You could be one of them...

No matter what rank you've achieved, where you've served or what trade you're in, the OU can help you to develop on a new career path. We understand that getting ready for a new career in civvy street can be a daunting prospect. Rest assured that our qualifications can help you to feel better prepared and gain the kind of knowledge and skills that employers are looking for.

"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."
Andy Murray, Royal Navy

A FLEXIBLE, PRACTICAL OPTION
Back in March 2016, the OU signed The Corporate Covenant, underlining our commitment to

the Armed Forces and pledging to continue supporting servicemen and women with access to flexible higher education. You'll find that the flexible distance learning and practical support we offer makes our service ideal for you as a member of the Forces. You can choose from over 400 OU modules across a wide range of subjects and levels, so whatever career you have in mind, or however you want to challenge yourself, there's sure to be a choice to help you.

Here are five reasons to talk to us about getting a qualification to help you onto the next stage of your journey.

1. EARN A VALUABLE QUALIFICATION WHEREVER YOU'RE STATIONED

Of course, you won't always know where or when you can do your learning, which is where our practical approach comes in. You can study on your computer, tablet or smart phone, so you can adapt your schedule around your commitments. You'll find that our learning content is varied and interactive – it's designed to be engaging as well as useful.

Depending on the qualification or the course you choose, you'll come across people from different industries and backgrounds in

our online forums and discussion groups. You may even be able to make useful connections for career opportunities.

2. MAKE A MORE AFFORDABLE CHOICE

As you're in the Armed Forces, you may be eligible for financial support (whatever you choose to study). Our courses can be wholly or partly financed by Enhanced Learning Credits (ELCs). To find out more, visit www.openuniversity.co.uk/elcs.

3. ENJOY SUPPORT AT EVERY STAGE

With 50 years of teaching experience behind us, we can say with confidence that we truly understand how adults learn. We also pride ourselves on quality teaching and on providing support at every stage, whether that's from our tutors – most of whom work in industry – or from our professional careers and education advisers to support your OU study choices and career planning. What's more, the vast majority of our courses have no entry requirements.

4. IT'S ABOUT MORE THAN JUST THE LEARNING

Another advantage of choosing the OU is that you'll also gain a deep learning experience that's well recognised for how it stretches people to achieve more. Many

employers recognise this benefit of studying with the OU.

5. GET ALL THIS PEACE OF MIND

We've worked closely with the MOD for a long time, supporting in-service education and training. More than 1,500 service personnel and their dependents are currently studying with us.

78% of FTSE 100 companies have also trained their staff with us. There's more reassurance too – the OU is the world's leading provider of online learning. Our business school is one of the largest in the world to be triple-accredited and we're world leaders in STEM (Science, Technology, Engineering and Mathematics) teaching and research. You can come away with a respected degree – and an inspiring, challenging, rewarding experience that you won't find anywhere else.

SO WHAT COURSE ARE YOU LOOKING FOR?

When you browse through our courses, you'll see that they're available at a number of different levels, from short free courses to degrees and beyond. To find out more about how the OU could help you broaden your career horizons or become better equipped for civilian life, visit openuniversity.co.uk/easyresettlement.





A law degree with a practical bias to improve your employability in the legal sector

You could consider studying for the LLB in Legal Practice by distance learning.

WHAT ARE THE ENTRY REQUIREMENTS?

You will be admitted to the programme either on the basis of recent academic achievement or through evidence of achievement in the sphere of your current work. Full details of acceptable qualifications are given on the City, University of London and CILEx Law School websites.

This is a four-year programme that allows you to earn alongside study. The fees are £18,500 in total payable over four years, so they compare very well with course fees for full-time degree courses.

The law degree provides an excellent foundation for training as a solicitor, barrister or Chartered Legal Executive.

"This course will not only give you essential legal knowledge,

but the skills and confidence to apply it in real life situations.

Although you may be physically at some distance from the University, the extensive support available makes this programme a very attractive alternative to full-time study."

Angela Jackman, Course Leader, City Law School.

WHAT DOES THE DEGREE LEAD TO?

On graduation you will be eligible to undertake further training towards becoming a solicitor or barrister. Both of these professional qualifications require a further programme of study.

The degree has been designed to ensure that you will be exempt from all academic study necessary to qualify as a Chartered Legal Executive, although you will need to fulfil the work-based learning element, for which you will need to be employed in the legal sector. The route to qualifying as a Chartered Legal Executive may change in the course of the programme, but transition arrangements are likely to be put in place.

During the period of study you will have access to City's careers service who have designed a bespoke programme for students on this course. Whatever your final ambitions, since this course is delivered by distance learning, you

could, depending on your personal circumstances, start applying for a role in the legal sector alongside your studies, perhaps as a member of support staff such as a legal administrator or paralegal in order to get a foot in the door.

WHY CITY, UNIVERSITY OF LONDON?

The City Law School, incorporating the former Inns of Court School of Law, was the first University Law School in London to educate students and practitioners at every stage of legal education.

The City Law School is part of City, University of London. Founded in 1894, the University is among the top 15 universities in the UK for graduate employment.

Its aim is to develop the professional, dynamic, highly motivated, and "practice-ready" lawyers of the future.

WHY CILEX LAW SCHOOL?

CILEx Law School has over thirty years of experience in delivering distance learning courses in law and legal practice. It has over 3,500 students enrolled on distance learning courses, and has excellent administrative and student support facilities in place for the remote learner.

CILEx Law School is a not-for-profit organisation wholly owned by the Chartered Institute of Legal Executives.

WHAT WILL I STUDY?

The programme includes the core law modules common to all law degrees that qualify you for further study to become a solicitor or barrister. You will also select from elective modules in years three and four, which include the practical elements that make this degree so distinctive. The choice of elective modules allows you to tailor your study to your career aspirations by choosing the areas of legal practice that interest you most.

HOW IS THE COURSE DELIVERED?

The course is offered jointly by CILEx Law School and City Law School.

The programme starts with a two-day induction course on 21 – 22 September 2019. This is designed to give you the skills needed to manage your study successfully. After the induction session you will be set a weekly programme of work for each of the modules.

For each module the syllabus is delivered through a dedicated online learning area giving access to specially designed materials, webcasts and exercises.

Formative assessments give you practice in applying the knowledge that you have gained, and feedback from tutors helps





to develop your understanding of the subject matter.

The detailed weekly timetable means that you will have a structure to work to, and you will have access to the teaching and support teams to give advice and guidance by phone, email and online forum as you go along.

There is a revision weekend to help you prepare for exams, where expert tutors will guide you through the syllabus highlighting key topics and explaining points of special significance.

HOW OFTEN DO I HAVE TO ATTEND CLASSES?


The induction, revision and exam sessions are all held at City Law School's premises in London. Other than this, there is no attendance requirement. CILEx Law School is a specialist in supported distance learning, and although you will not attend classes regularly, you will have all the support you need to achieve success through the extensive tutor support and sophisticated resources available through the online learning environment. ●

Gain a law degree by distance learning while studying to be a Chartered Legal Executive

- A law degree with a practical bias to improve your employability
- A four-year distance learning LLB that allows you to earn alongside study
- Competitive fees payable over 4 years allows cost to be managed
- A foundation for training as a solicitor, barrister or Chartered Legal Executive
- Jointly delivered by City, University of London and CILEx Law School combining academic rigour and distance learning expertise
- £4,625 per year – total cost £18,500

To find out more call
Adam Norton on 01234 844305
www.cilexlawschool.ac.uk



City, University of London in partnership with CILEx Law School

HAVE YOU GOT A PROBLEM WITH ALCOHOL? ONLY YOU CAN DECIDE!

To answer this question ask yourself the following questions and answer them as honestly as you can

1. Is drinking making your home life unhappy?
2. Does your drinking make you careless of your families welfare?
3. Do you drink because you are shy with other people?
4. Is drinking affecting your reputation?
5. Do you drink to escape from worries or trouble?
6. Do you drink alone?
7. Have you lost time from work due to drinking?
8. Has your ambition decreased since drinking?
9. Has your efficiency decreased since drinking?
10. Is drinking jeopardising your job or business?
11. Have you ever felt remorse after drinking?
12. Are you in financial difficulties as a result of drinking?
13. Do you turn to or seek an inferior environment when drinking?
14. Do you crave a drink at a definite time daily?
15. Does drinking cause you to have difficulty in sleeping?
16. Do you want a drink the next morning?
17. Do you drink to build up your confidence?
18. Have you ever had a complete loss of memory as a result of drinking?
19. Has your Dr ever treated you for drinking?

**If you have answered "YES" to any one of the questions, there is a definite warning...
If you have answered "YES" to any two, the chances are that you have a problem...
If you have answered "YES" to three or more, you most certainly have a problem...**

"THE ONLY REQUIREMENT IS A DESIRE TO STOP DRINKING"

Take action now and give us a call on 0800 917 7650... We are here to help!



From combat soldier to site manager

Upon leaving the army in 2010, Joe Porter (30) was determined to return to the construction industry, following the brief spell he'd had in the trade with the aim of taking on a new career and climbing the ladder.

Now, after almost 10 years in the business, Joe has managed over 300 new build properties and holds a Site Manager position with award-winning, New Forest-based property developer, Pennyfarthing Homes. After leaving school, Joe experienced a short spell on construction sites, before becoming a combat soldier. Speaking of his experience in construction, Joe said: "The industry appealed to me as it had a lot of camaraderie, skill, many different job opportunities and crucial deadlines to hit. Construction is an ever-growing industry that allows you to learn new skills, gain job satisfaction and the opportunities to become your own boss."

But Joe decided he wanted to travel the world and give something back so took his first

step into the Army careers office and after being told about the role of combat soldier he set his sights on becoming a Tiger (1PWRR (1st Battalion The Princess of Wales' Royal Regiment)), Armoured Infantry Soldier.

After being based in Paderborn in Germany for most of his military life Joe wanted to return home to be closer to his friends and family, he decided to leave his role in the Armed Forces and revisit his previous career ambitions. Joe wanted to re-join the construction industry but with the ambition of becoming a Site Manager, due to his drive and leadership being some of his strengths he thought he could utilise in such a role. He continued: "I knew I would have to start at the bottom and work my way up if I ever wanted to get to the position of Site Manager, so after leaving the army, I joined a national building company as a labourer. However,

within a year and a half I was promoted to forklift driver.

"After this I remained as a forklift driver for a further year and a half, going above and beyond whilst also trying to learn the job of an Assistant Site Manager. I shadowed the existing Assistant Site Manager and researched and revised for a further six months before I got a probation management position."

Since then, Joe has worked on over 300 new build properties and continued to further his education and career goals. As a Site Manager, Joe works at The Orchards in Salisbury, a 28 new home development and will soon be moving over to the developer's largest site to date in Verwood, comprised of 230 homes.

Joe said: "A crucial part of my role is to ensure our teams are working safely on site and making sure that we deliver to set timescales. I'm also responsible for overseeing material stock levels, checking technical drawings and ensuring we are working to building control regulations, to name just a few!

"Man management is a huge part of my role too, motivating my teams with the correct attitude to deliver collaborative working and success. In addition, I am also fortunate to interact with our customers by explaining how we

build their new homes and show them around.

"My time with the Armed Forces put me in good stead to achieve and I learnt many key qualities that I now apply as a Site Manager. I have the confidence and knowledge to problem solve and lead a team. Should an issue on site arise, then I can problem solve and decide the best course of action in a quick and efficient way. Being organised, having attention to detail and taking responsibility for everyone's safety on site are also vital parts of the role."

Joe encourages those from any walk of life to think about the construction industry as a career option and says: "I'm a great believer in the more you put in, the more you get out. I believe that employers look to recruit from the Armed Forces due to the discipline and attention to detail we learn while there. Putting yourself into a position where people can see you have gone above and beyond has always been my way of thinking and has never steered me wrong."

To find out more about job opportunities with Pennyfarthing Homes or the homes currently being delivered, visit: www.pennyfarthinghomes.co.uk.

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OUR PRIMARY PURPOSE IS TO HELP OTHERS TO ACHIEVE SOBRIETY

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THE ONLY REQUIREMENT IS A DESIRE TO STOP DRINKING

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GO ONLINE AT: alcoholics-anonymous.org.uk



Forces Pension Society

Many of you will be leaving the Armed Forces with a Resettlement Grant (RG).

The RG is a tax-free lump sum intended to help Regular Service personnel settle into civilian life. There is no stipulation as how you use it – you can spend it on beer if you like BUT

you need to remember that, if you take up another military post too quickly, you might have to repay some or all of it.

Let's look first at the RG qualification criteria:

- **AFPS 75:** Officers must give at least 9 years' Reckonable Service (RS) from age 21 and Other Ranks (ORs) must give at least 12 years' RS from age 18.
- **AFPS 05:** The member must give at least 12 years' relevant service.
- **AFPS 15:** The member must give at least 12 years' relevant service.

In all cases, if the member qualifies for another terminal benefit, the RG is not payable. The terminal benefit could be an Immediate Pension, Early Departure Payment Scheme benefits or Ill-Health benefits.

Those who were transferred to AFPS 15 have protected benefits in their 'old' scheme, and that includes the RG. Only those who joined or re-joined the Regulars on or after 1 April 2015 will receive the AFPS 15 RG. Only Regular service counts towards the qualification criteria for RG.

Some of you will have left with preserved AFPS 75 benefits and

re-joined after 6 April 2005, thus becoming AFPS 05 members. In these circumstances you are entitled to count both periods of service towards your AFPS 05 RG – you do not have to ask for this to happen – it is automatic. A few of you might have left AFPS 75 or AFPS 05 with preserved benefits only (i.e. no other terminal benefits) and re-joined the Regulars on or after 1 April 2015. In these circumstances, and providing you re-joined within 5 years of your previous discharge date, you will be able to count the period of that earlier service towards qualification for the AFPS 15 RG – again, this is automatic.

So, how much are we talking about (at 2018/19 rates as this year's rates are not yet published)?

- AFPS 75 Officers' RG is £15,813
- AFPS 75 ORs' RG is £10,808
- AFPS 05 and AFPS 15 RG is £11,101 for all... and, remember, it is tax-free cash!

If, having received an RG, you re-join the Regulars or accept an FTRS post you need to remember the required breaks:

- For AFPS 75: 121 days if you are re-joining the Regulars and 30 days if you are joining the FTRS. So, for example, if you re-joined the Regulars 60 days after leaving with an RG, you would have to pay back just over half (approx. 50.4%) of the RG. If you join the FTRS within 30 days

- the whole RG must be repaid.
- For AFPS 05 and AFPS 15: If you re-join the Regulars or join the FTRS within 31 days period, the whole RG must be repaid.
- For all schemes, the RG is not affected by joining the PTVR.

If you leave and re-join the Regulars, and then leave again before terminal benefits are payable, you may still qualify for RG:

- If you received an RG and did not have to repay it, you will not be entitled to a second RG, even if you are not entitled to any other benefits payable immediately;
- If you repaid a proportion of your AFPS 75 RG on re-joining as an AFPS 05 member, you will be entitled to a proportion of the RG for AFPS 05. So, using the example above, an individual who repaid 50.4% of the AFPS 75 RG on re-entry would be entitled to 50.4% of the RG payable at the date of leaving for the second time.
- If you repaid the whole RG, you will be entitled to the full RG for your new scheme.

If you are a Member of the Forces Pension Society and have any pension-related questions, contact us at pensionenquiries@forpen.co.uk. If you are not a Member but would like to know more about us, please visit www.forcespensionsociety.org.

In this short article Mary Petley of the Forces Pension Society explores the rules relating to RGs.



#IFS20



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We've listened to your feedback, refined processes, and fine-tuned our operation

- some of the key changes you'll notice at #IFS20 are:

- **NEW AND IMPROVED SEMINAR SCHEDULE** - We've listened to your feedback and overhauled the agenda. Giving you a concise list of topics you want to hear, Inc. new open panel discussions!

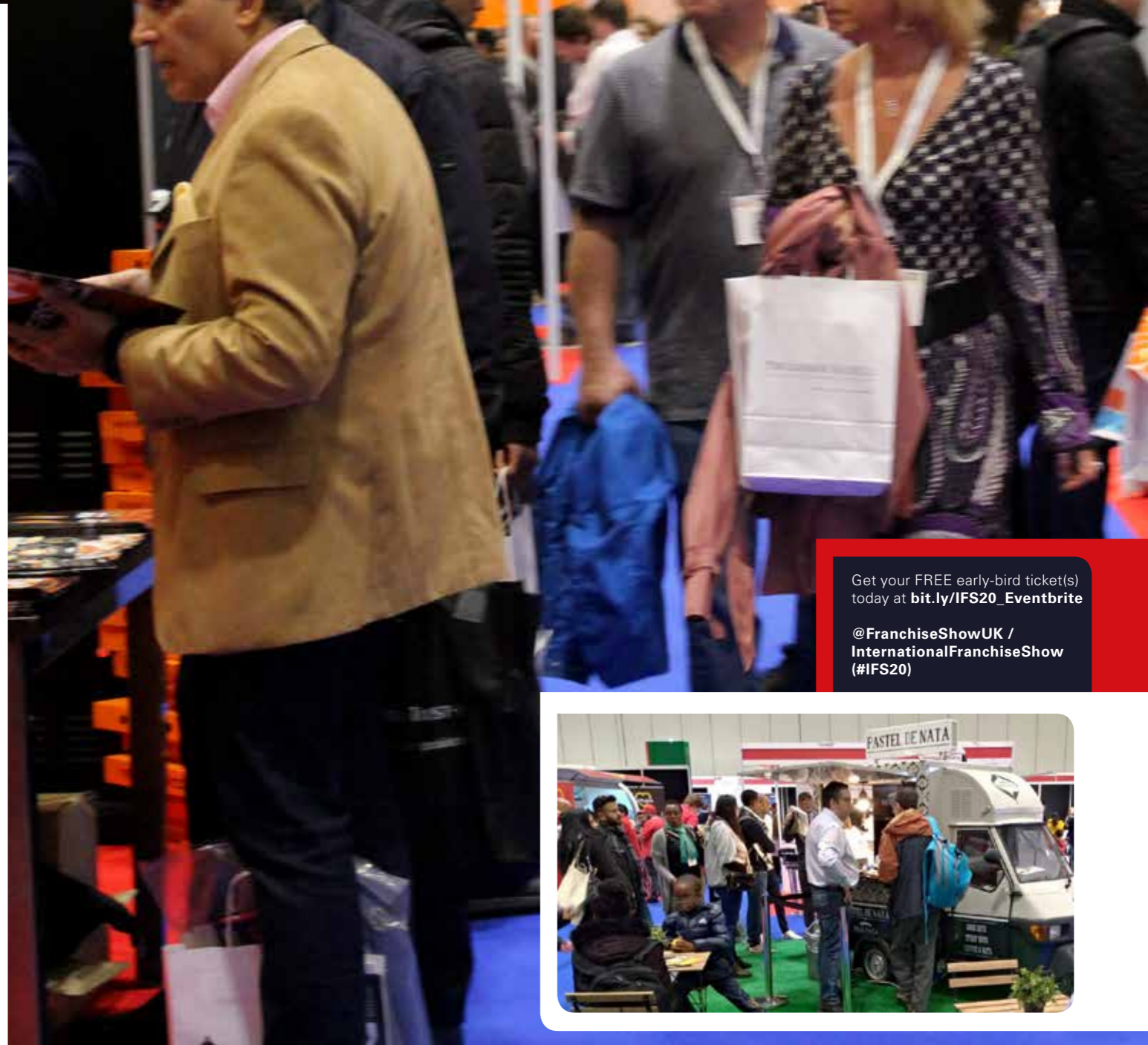
- **NEW FRANCHISE ZONE** - Explore the latest franchise concepts and seek to find a hidden gem amongst our dedicated new franchise zone.

- **US PAVILION** - The best of American franchising is coming to the UK! Discover the next big thing at our dedicated US pavilion and keep an eye-out for more international pavilions soon to be announced.

- **OVER 200 BRANDS** - There is no better place than the International Franchise Show to start your journey into franchising. Boasting the largest selection of British and International brands we help connect potential franchisees with franchisors, selling single unit as well as master/multi-unit franchises, and offering support through well-known industry experts and suppliers.



So whether you're a franchise first-timer or a hardened business owner looking to become part of a globally-recognised or up-and-coming brand, the Franchise Show is dedicated to answering all your franchising questions and providing you with a whole host of incredible opportunities to take charge and become the best you, you can be.



Get your FREE early-bird ticket(s) today at bit.ly/IFS20_Eventbrite

@FranchiseShowUK / InternationalFranchiseShow (#IFS20)





UNIQUE CLEANING SYSTEM

Our cleaning system and products have been refined and developed over the years, we have developed the process down to the smallest detail allowing you to get on with running and growing your business. Our tried and tested systems bring you the most simple and easy to use, cleaning system available today. Zero dry time dry carpet, upholstery and hard floor specialists have 4 great solutions for your home, dry carpet cleaning, upholstery cleaning, hard floor cleaning and wooden floor restoration.



We will provide:

- Pat tested machines ready to use
- Fully equipped stock and products
- Uniform
- Van signage
- Tools
- Marketing materials
- Website including full comprehensive training
- ZDT Portal - Help videos
- Franchise forum access
- An exclusive territory
- A full ready to use business package
- Pat tested machines ready to use
- Fully equipped stock and products
- Uniform
- Van signage
- Tools
- Marketing materials

- Website including full comprehensive training
- ZDT Portal - Help videos
- Franchise forum access
- An exclusive territory
- A full ready to use business package

FRANCHISEE TRAINING AND SUPPORT

Zerodrytime's extensive training programme will enable you to fully understand the practical aspects of your role so you can effectively run your business.

We offer:

- 2 day 'Kick Start' Programme
- 2 week course with classroom and customer facing training



- Real time job shadowing
- Marketing Materials
- Access to our E-learning portal with How to' Video Tutorials
- Continued back office support from qualified professionals

KEY HIGHLIGHTS:

- A massive domestic and commercial markets to service.
- Amazing earning potential and the ability to run multiple vans.
- Be part of a national network.
- Industry-leading training and support.
- A man in a van opportunity or management roles – you choose.
- Earning potentials of over £1,500 per week.
- A unique franchise built to help you succeed.

A Zerodrytime franchise is £24,950 + vat* Finance and leasing options available * Franchise fee includes all equipment, machines and full training.

- The fees include:
- Dedicated postcode area for you to market, both domestic and commercial customers.
 - 9 professional machines, the right tools for the right job.
 - Extensive training on all products.
 - Access to video and information on our e-learning portal
 - Bespoke products starter pack (includes everything to start and operate your new business).
 - Marketing pack, shirts, jacket, trousers. Van logo.
 - Advertising pack, business cards, leaflets, brochures and all bespoke material.

LOW MONTHLY MANAGEMENT FEE

- The fees include:
- Day to day and continuing, ongoing support.
 - Dedicated 0800 number with online management of call and enquiries.
 - Web enquiries
 - Mentoring programme

Why not take the first step in becoming a Zerodrytime franchisee, come and visit us in Newcastle for a discovery day. •

Zerodrytime

Being involved in the cleaning industry serving both domestic and commercial customers across the board, David Muirhead... zerodrytime founder, was asked the same questions repeatedly from facilities managers in large hotels, to the housewife, can you clean carpets and upholstery? And if so how long will they take to dry? At this point, David realised the huge market out there for people wanting a type of dry carpet/upholstery cleaning service that no one seemed to supply. After all, who wants wet carpets, heating on, windows open and the inconvenience that goes with it. David started investigating and scouring the market for ways to give people what they want, dry clean carpets and upholstery ready for immediate use. In the early days it took a lot of hard work finding the right machines and products involving trips to the USA and numerous UK based chemists to help make the products needed, but it all paid off. Zerodrytime are the UK's

number one dry carpet, upholstery and hard floor cleaners, with 70+ operational vans based across the UK, a Master Franchise in Northern Ireland, and the first overseas Master Franchise based in New Zealand. Zerodrytime then evolved to what we have now, a unique franchise that offers unparalleled services with great earning potential for our franchisees. When you join Zerodrytime, you are assured of the highest standard of training and ongoing business support, backed by a team with a long and successful history in professional cleaning and franchise development. Our unique systems and processes, together with our own products make us industry leaders in the UK's domestic and commercial cleaning markets today. Our franchise offers a real opportunity to change your life for you and your family by giving you a successful business that will grow year on year. A great work / life balance running and operating your own Zerodrytime franchise could be yours. You decide when and where you will be working.

ITS CARPET CLEANING – BUT NOT AS YOU KNOW IT...

The 'on your hands and knees, scrubbing and carrying dirty water' process is now a thing of the past. With the advancement of new technology and products, Zerodrytime have developed a fully robust cleaning system that will enable us to give... you, the home owner what you want when having your carpets cleaned. "Dry carpets and upholstery ready for immediate use with no fuss" – what's not to like!

Imagine if you were having your carpets cleaned, would you like to be told: "that they're fresh, dry, clean and ready to use for immediate use." OR "they are wet, please keep your children, pets and furniture out of the room with the heating on and windows open until they are dry."

At zerodrytime we have developed our own unique range of environmentally friendly products that have been tested to industry standards. • Environmentally friendly • Safe for babies, young children and animals • Sanitises and deodorises • Removes tough stains • Leaves environments fresh and clean

STARTER PACK

Once your training has been completed and you're ready to go.



The UK's No1 dry carpet, upholstery and hard floor cleaners

A great choice for your future...

Earn in excess of £50,000 per year

One franchise, 4 great cleaning solutions. If you're looking for an exciting career change that will bring you financial security without the constraints of working for someone else, a zerodrytime franchise could be the right choice for you.

Franchise areas available near you



Zero Dry Time
Unit 6 Ruby Park
Newcastle Upon Tyne
NE13 7BA

0191 691 4700
zerodrytime.com/franchise
info@zerodrytime.com



Zerodrytime franchisees come from all parts of the Military with different experiences.



With Hire A Hubby you can turn your DIY skills into a profitable business



"It has been hard work but I have reaped the rewards of running my own business. Investing in a Hire A Hubby franchise has been the best move I've ever made."

Leigh Hathway, Hire A Hubby Westbury on Trym, spent two years as a Gunner in the RAF Regiment before leaving on medical grounds. Having trained as a plasterer he met his business partner while helping with some renovations for his local Scout group. Speaking about his decision he says "Hire A Hubby gives me the support network of a big business whilst allowing me to run my own business. I really enjoy the variety of work and no two days are ever the same."

Hire A Hubby provides general property maintenance and DIY services to residential and commercial customers.

Time pressures and lack of skills mean that there is a ready demand for the handyman services that Hire A Hubby franchisees provide. There are currently 25 franchisees in the UK and we are looking to grow this number in 2019. If you have strong DIY and property maintenance skills, a desire to own and run your own business, then a Hire A Hubby franchise could be just what you're looking for.

HOW IT WORKS

Each Hire A Hubby franchisee runs their own business but they are backed by the security and support of a long established handyman franchise operation. Your franchise comes with an exclusive territory, a two week training package that includes both practical know how and business administration training, a company laptop and mobile phone, Police/DBS checks and insurance. There are only two things that new Hubbies have to provide, their tools; which most DIY enthusiasts already have, and a white van; which will be sign-written during their training.

Several of our franchisees come from the military. Paul Davies spent 10 years in the 1st Battalion the Welsh Guards before becoming a franchisee working in his local town of St Neots. In the past four years his business has gone from strength to strength. In common with many franchisees his business has developed from simple DIY tasks to more complex bathroom and kitchen renovations and house extensions. Speaking about his experience Paul says;

We believe that this makes us unique within the franchise world. The income guarantee that is on offer represents the minimum turnover Hire A Hubby would expect a new franchisee to be able to achieve during their first year. Given the demand from home owners for the sorts of services that the Hubbies provide, many franchisees easily exceed this. Indeed many franchisees are able to scale their business to the point where they need to take on one or two members of staff by the end of their first year.

SYSTEMS AND SUPPORT

Each franchisee has access to Hire A Hubby's very own computer system (hub e-connect) which allows quoting, scheduling, and administration to be simplified. However, more importantly it also allows a franchisee to monitor their operation, particularly from an efficiency and profitability perspective. This ensures performance is always at its best and can then enable



Leigh Hathway Hire A Hubby Westbury on Trym

INCOME GUARANTEE

Hire A Hubby offers a first year's income guarantee of up to £50,000. The guarantee is dependent upon the initial investment and enables an individual to take the step into business ownership safe in the knowledge that they are able to call upon us for financial support should it be required.



Paul Davies Hire A Hubby St Neots

the franchisee to understand their business performance, and decide whether to grow to a multiple vehicle operation. Something that can only be achieved if they know their KPIs (key performance indicators) are where they need to be.

WORKING LOCALLY

Ideally franchisees like to have the territory of where they are living and most franchisees would be within a 30 minute drive of their home location. It is important for a franchisee, not to have to travel too far, as time is money. All Hire A Hubby franchisees are DBS / Police checked enabling them to offer their services to schools, care homes, children's day nurseries and other businesses, where they might come into contact with the vulnerable. After you've completed your training at

head office, you'll be supported in the field by one of the team. During your territory launch week you'll be introduced to your key customer groups including property managers and other regular, repeat business customers.

SKILLS ASSESSMENT

Prospective Hire A Hubby franchisees are required to take a self-assessment, both of their interpersonal and DIY skills. Part of your training package includes a hands on week at a building training centre, this enables our franchisees to brush up on their DIY skills and learn a few tricks of the trade to add to their skill set. The success of the Hire A Hubby brand has been built on individual franchisees working in their local area, providing high quality services, which require excellent DIY skills.

GROWING OPPORTUNITY

As demand for your services increase, there is opportunity to grow your business to a multiple vehicle operation. Choosing to operate multiple vehicles, allows you to become more of a project manager and to take on more work, thereby increasing the profitability of your business. However there is no obligation for a franchisee to have multiple vehicles and any franchisee will only grow their business if and when they wish to do so.

FLAT FRANCHISE FEE

Hire A Hubby take a flat franchisee fee so regardless of what a franchisee's turnover is, or how many vehicles they run, they will never have to pay any more. Whether a franchisee wishes to grow their business to a multi vehicle operation or not, they all benefit from strategic business support from the head office team. This includes regular business reviews to check a franchisee's performance against their business plan, and setting goals and business objectives, all things that as a sole trader they wouldn't have access to.

INVESTMENT REQUIRED

Investment levels range from between £15,000 to £25,000 depending on the territory chosen and this can be part or wholly financed if needed. Hire A Hubby have a range of finance packages available from the likes of StartUp Finance or Natwest, who have accredited the Hire A Hubby franchise system and who also offer 75% unsecured funding finance package. From a business perspective there are tax advantages to financing your business and it is something that most franchisees tend to do.

JOIN THE TEAM

In addition to having good practical DIY skills, it is likely that, with your military background, you'll also be a team player, who enjoys working to a plan and you might also have good time management skills. If that is the case then you are just the sort of person we are looking for. We have franchise areas and territories that have now been mapped and available across the UK, so it doesn't matter where you're based we can help you on your journey to becoming your own boss. ●



RUN YOUR OWN PROPERTY MAINTENANCE BUSINESS



Ask about our £50,000 Income Guarantee

If you have great DIY skills and the desire to run your own business we have the perfect career path for you.

Hire A Hubby is a specialist handyman service providing property maintenance and project management services to customers in the domestic, property management and commercial markets.

Franchisees are our backbone. Practical people with a passion for DIY, they run their own business with the security and support of a long established and successful handyman franchise operation.

Your business success over the short, medium and long term is our ultimate goal. Even though individual Hubbies are running their own business, they enjoy full operational support from head office and the Hire A Hubby network.

On top of loving DIY, we're after team players with customer service skills, good time management skills, a strong customer service ethic, be a team player and be able to work to a plan.

Franchises from just £15,000. Call today for more information.



0800 111 4664

www.hireahubby.com





ANDY DARBY

One such case is Andy Darby. A former Royal Engineer in the Forces, Andy launched his 'man and a van' business fifteen years ago. After 11 years in the army, Andy was concerned about the transition from military to owning his own business. Although it seemed daunting, by following the proven ChipsAway business model and taking advantage of the available training and support, Andy had a smooth transition. He was able to expand his business quickly and has now built up a multi-van operation and team of employees to serve his three territories.

"Whilst I had been very self-assured in the army, I knew that running a business was going to be a completely different challenge" Andy said. "I have always been passionate about cars and motorbikes, so ChipsAway seemed like a business that I would enjoy running, even if things got tough. ChipsAway offered everything that I wanted - a great product, excellent training and support along with the potential to grow and expand. It was also important to me to get out and start earning from the moment I finished training and with ChipsAway I was able to do that."

Andy now enjoys a great lifestyle, drives a top of the range sports car and estimates his net earnings are over three times more than his previous salary! "I'm really happy with the way my business has developed. ChipsAway are a huge organisation with the capability to really support their franchisees well." Andy enthuses. "I began by doing the initial research, meeting the people involved and taking home the information to mull over. Once I'd decided to commit, I undertook the training, which was excellent. At the end of it, I felt confident and supported to get out into the field and begin work." As part of their training, new franchisees spend an initial 4 weeks learning the repair process, they are also mentored on a one-to-one basis by experienced franchisees. The initial course is then followed up 3 months later by a further week of more in-depth dent repair techniques. Furthermore, there is also a sales and marketing module which provides a good grounding on selling and running your business.

Within a couple of months, Andy was already earning the same level

STEVEN DANIEL

Former Staff Sergeant Steven Daniel would agree with every word too. Steven celebrated 24 years in the Army before leaving the Forces in 2012. He was keen to be independent, and to continue



to make use of the skills he'd gained whilst in the forces.

"Franchising seemed ideal for me," Steven says. "Whilst in the forces, I needed self-motivation, planning and time management to juggle my workloads, and it was apparent franchising would too. By the time I'd finished training with ChipsAway, knowing I'd got the opportunity to use these skills, and seeing the support of the management team, I was confident that I'd made the right choice."

Steven's launch was a huge success, with work lined up for weeks ahead almost from the word go. "Ever since, I've always had a full diary and my reputation has spread by word of mouth," he says. "Recommendations now account for over 30% of all my new business leads." His quality of life has skyrocketed too. "I've got real flexibility, an excellent income and the freedom to choose my own working hours," he says. "Combined with the autonomy to take the business forward, and the support of such a huge national brand behind me - I'm thrilled. I loved being in the army, but I wouldn't change my life now for the world!"



PAUL FABIAN

Former Engineering Officer, Paul Fabian, spent thirteen years in the Forces before taking voluntary redundancy from the RAF. Like Andy, Paul started as a 'man and a van' franchise in 1999, and has since grown and grown the business.

"I could see the potential of the franchise from the outset," he says. "Even back then, being an owner-operator with one van, I could visualise my future path. It was very clear I'd develop things into a management franchise and make a lot of money - and that's exactly what I've done!"

Today, Paul has a thriving ChipsAway Car Care Centre (fixed base workshop), plus a fleet of mobile units and a team of six employees. Busier than ever, they see an average of sixteen cars a day. Paul agrees that the 'planning side of things' is vital and very similar to being in the Forces: "The realisation that spending ten minutes at the start of each day planning and briefing staff can save you hours of wasted time later on, is very much an old RAF habit!" he says.

His salary, however, is nothing like the RAF. "It's vastly different," he says. "I now earn at least six times more than I did in the RAF

- even allowing for indexation - and my business keeps going from strength to strength!

"ChipsAway is a great franchise," Paul confirms. "I love being my own boss. 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. Or, if I want to take eight or ten week's holiday in a year, I can, knowing the business carries on without me! I have no regrets about taking this route - there are amazing results waiting to be achieved if you work hard enough."

Want to find out more about a ChipsAway franchise? ChipsAway hold regular, free, find-out-more Open Days at our West Midlands based Head Quarters. Open Days are very informal and require no presentation or input from you - we simply allow you to make your own evaluation. You will get to see and try out one of our repairs first hand and have the chance to meet a number of franchisees - both new and experienced.

Please call **0800 731 6914** to book your place, or visit www.chipsaway.co.uk/franchise.

From Forces to Franchising with ChipsAway

The UK's leading brand in SMART automotive repairs, ChipsAway, is actively recruiting new franchisees to satisfy growing demand.

After a life of camaraderie and routine, many ex-members return from the forces and struggle to settle back into civilian life. However, there is one career path where they seem to thrive. Franchising provides the perfect combination of support, guidance, freedom and flexibility. It's a proven business model and safe bet for individuals looking to be their own boss.

ChipsAway has been established for over 20 years and are the originators of minor automotive paint repair (SMART repair) technology. In that time, we have built a fantastic reputation for providing high quality SMART car body work repairs such as: minor paintwork scratches, bumper scuffs, dents, and alloy wheel repairs.

The franchise package not only includes unrivalled, comprehensive

practical training, but also business mentoring from an experienced franchisee, ongoing franchise development from a dedicated support team, and full marketing and advertising support including national TV campaigns.

As a result of our extensive national marketing campaigns, regular national television advertising, and ever-increasing brand awareness, last year alone we were able to send our franchisees a record-breaking £75,000 worth of leads on average. The rewards for hard-working franchisees really are unlimited. The flexibility of the stable, tried and tested business model means that franchisees can expand as their ambition grows.

So, if you're driven, ambitious and not afraid of hard work, a ChipsAway franchise could be perfect for you.

of income he had as a soldier! But that was just the beginning. Andy now admits to making 'serious money' as he heads up a multi-van operation spanning three territories, with a ChipsAway Car Care Centre (fixed-base workshop) and a team of trained technicians providing high-quality automotive paintwork repairs to a growing customer base.

"I really enjoyed being a soldier," he says, "but I have no regrets whatsoever about my subsequent career choice. I'm more financially stable now than I have ever been! I certainly chose the best franchise and have been very happy with my decision to expand. Being my own boss is great, the rewards are there if you're prepared to work hard and the satisfaction of seeing your business become increasingly successful is absolutely fantastic!"



Like cars? Like the idea of running your own business? You'll love this opportunity.

Join the ranks of successful franchisees with a ChipsAway SMART car repair franchise.

Be your own boss and take control of your life. ChipsAway offers unlimited earning potential, with full support including training, and national advertising, including TV adverts!



Turn over up to £75,000 per year with a ChipsAway Franchise



Get started from £15,000 + VAT
CALL NOW for more information

0800 980 5951

ChipsAway
Scratches and scuffs won't dent your pocket

www.chipsaway.co.uk

Flying solo but loving every minute!

By Ann Brebner - TFY Northampton

My journey with Time For You started over 14 years ago and I can safely say it was the best decision I've ever made!

Never in my wildest dreams would I have ever have dreamt of achieving what I have to date. I vividly remember going to see our first ever client. Claire and I sat on the client's sofa shaking with excitement and nerves! What a feeling walking out of there with a two hour clean! Another time we unwittingly signed up a client who wanted 10 hours a week. I remember Claire coming back to the office and describing the house having baby

oil and tissues next to each bed! I'd raided plenty of broths as a Detective Constable and thought I'd seen the back of them, oh how we laughed!

The ultimate highlight of my business to date was when I went to quote for The Saints rugby team and I found myself sat on a large sofa surrounded by seven half naked rugby players. I literally thought I died and gone to heaven and I came away with a 6 hour clean, happy days!

So what have I discovered about myself so far? I love being a businesswoman and the daily challenges I have to face. I am so grateful that I found Time For You all those years ago. The personal development I have undergone over the years has been quite incredible. I've even surprised myself! I continue to work on my personal development and mind set on a daily basis, it's so important to keep it fresh!



WHAT'S THE SECRET TO SUCCESS?

Hard work and determination all the way! I still have bad days where I think is it all worth it? Of course it's worth it, we all have a fantastic business at our fingertips. What I've also found is that the skills and business knowledge I've developed along the way are transferrable to other businesses I have.

So what does the future hold? I recently bought Claire's part of the business so I'm now flying solo with the help of my admin team and hubby! I'm the leader of a local networking group in Northampton where I normally have 40 plus attendees every month. I have a rapidly growing Forever Living business where I mentor and coach my team using the skills I've acquired running Time For You. However, I still manage to do all these other activities as well run Time For You. It truly is an amazing business that fits around life! ●



YOUR Local Franchise Opportunity!

"Today we cleaned 17 homes YET never left our house!"

Imagine owning your own domestic cleaning franchise, earning around **£65,000 per year profit** and never doing any cleaning yourself!

And you can work from home at times that suit your children, lifestyle or other commitments.

AT LAST, a real business that works and you can be really proud to own!

Our domestic cleaning franchise system is the longest established in the UK, and is easily the most successful with over 200 franchisees across the UK and Ireland.

Here are **seven crucial reasons** why you should consider investing in a Time For You domestic cleaning franchise.

1. Work from home.
2. No staff worries.
3. No invoicing.
4. No stock required.
5. **The only franchise with a 100% Money Back Guarantee!**
6. No cleaning done by you
7. **Clients pay in advance!**



Ann Brebner
Time For You (Northampton)

Police To Successful Business Owner!

Leaving the Police was the best move I've ever made but, I didn't know it at the time! Don't get me wrong, I loved my job as a Detective Constable in the met. However, after falling pregnant with twins something had to change. I researched many business opportunities but they all seemed difficult to integrate with family life.

I needed a guaranteed, proven, easy to run home based business that fitted in with me and my family.

Having had a cleaner from Time For You I had an idea of how the business worked from a client's point of view. It seemed the perfect business model so, I booked an appointment with the Franchisor and was really impressed with the whole set up. Support, training and a easy to run home based business that works!

Safe to say within a week I'd bought the franchise! From that point onwards I have never looked back with any regret, only thankfulness that I was blessed to come across Time For You and the wonderful things it has allowed my family to experience. I now have an amazing work life balance and TIME FOR ME!

Find out more **NOW** by visiting:

www.time4youfranchise.com



TIME FOR YOU™
DOMESTIC CLEANING

The Boat Building Academy



The Boat Building Academy provides full-time, highly practical skills training with the emphasis on 'hands on' learning.

The school was founded in 1997 by Commander Tim Gedge, who still serves as a director today. The Boat Building Academy is a member of the British Marine Federation and an approved City & Guilds centre.

The flagship internationally recognised 40-week Boat Building course teaches students to build boats to professional standards across a range of construction types, from traditional to contemporary designs. A number of students, roughly equalled to half of the students on the course, can build their own boats as part of their training on the course.

Each course attracts students from all over the world, all with their own background and story of how they came to the Academy. There are no strict skill requirements for the course, in fact, all that we ask for is enthusiasm, motivation and dedication for the training that we provide. Such a broad range of people means that in the workshop you might

find school leavers working alongside retirees, or a computer specialist with little practical skills now project managing a boat build with his team.

Every student comes away from the Academy with the essential skills needed for today's changing marine industry. All are enrolled for the Diploma in Boat Building, Maintenance and Support (incorporating City & Guilds Level 3 Diploma in Marine Construction, Systems Engineering and Maintenance). Students can opt out of the qualification if they find it is not relevant to their desired outcome of the course.

The 12-week Fine Woodworking course runs alongside the Boat Building course but is entirely separate, with its own dedicated workshop. Students learn how to design and make furniture, progressing from sharpening tools to eventually making a final project piece of their own design. Over the years these pieces have ranged from a wooden bicycle, a 'real tennis' racket, a toy chest and recently, an Orkney chair. Students can undertake an optional Level 3 qualification (developed by the Academy in partnership with awarding body PIABC). Likewise, with the 40-week course, students can choose whether to opt out.

The 2 to 5 day short courses serve as an introduction to the many skills covered in the 'longer courses' at the Academy. Hobbyists, professionals and enthusiasts can turn their hand at boat building courses such as GRP Repairs, Rope Work, Renovation and Finishing or perhaps brush up on their woodworking skills with Basic Woodworking levels 1-3. The Antique Furniture Restoration and Marquetry courses compliment the comprehensive skills taught at the Academy.



For a full break down of short courses available, have a look at the 2019 Short Course programme on the Academy's website. ●

The MoD Enhanced Learning Credits Scheme

The MOD's Enhanced Learning Credits Scheme (ELC) promotes lifelong learning amongst members of the Armed Forces.

The 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, Northern Ireland and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification with an approved learning provider.



BACKGROUND

The Publicly Funded Further Education/Higher Education scheme provides Service Leavers and Service Personnel in their qualifying resettlement phase with access to a first full Level three (GCE A level or vocational equivalent), or a first higher education qualification (a foundation degree or a first undergraduate degree or equivalent) free from tuition fees.

If a Service Personnel has obtained 120 credits this would result in a Higher Education qualification and makes them not applicable for this scheme. MOD and the relevant national education authority in England, Scotland, Wales and Northern Ireland pay for the tuition fees in full rather than the individual making a contribution towards the cost.

Before making an application, Service Leavers are advised to first check the national position on existing support with the relevant national education authority (e.g. in England BIS or SFA). There may already be existing 'free' provision by another route e.g. those aged 25 years or under are already entitled to a first level 3 in England; free entitlement for all who fulfil the residency requirements on degree/HND level courses in Scotland; Welsh residents also attract some support for FE and HE provision. It makes sense for SL to explore alternative routes before considering support and access through the ELC 'top up' scheme, but there are safety measures in place to prevent any possibility of double funding.

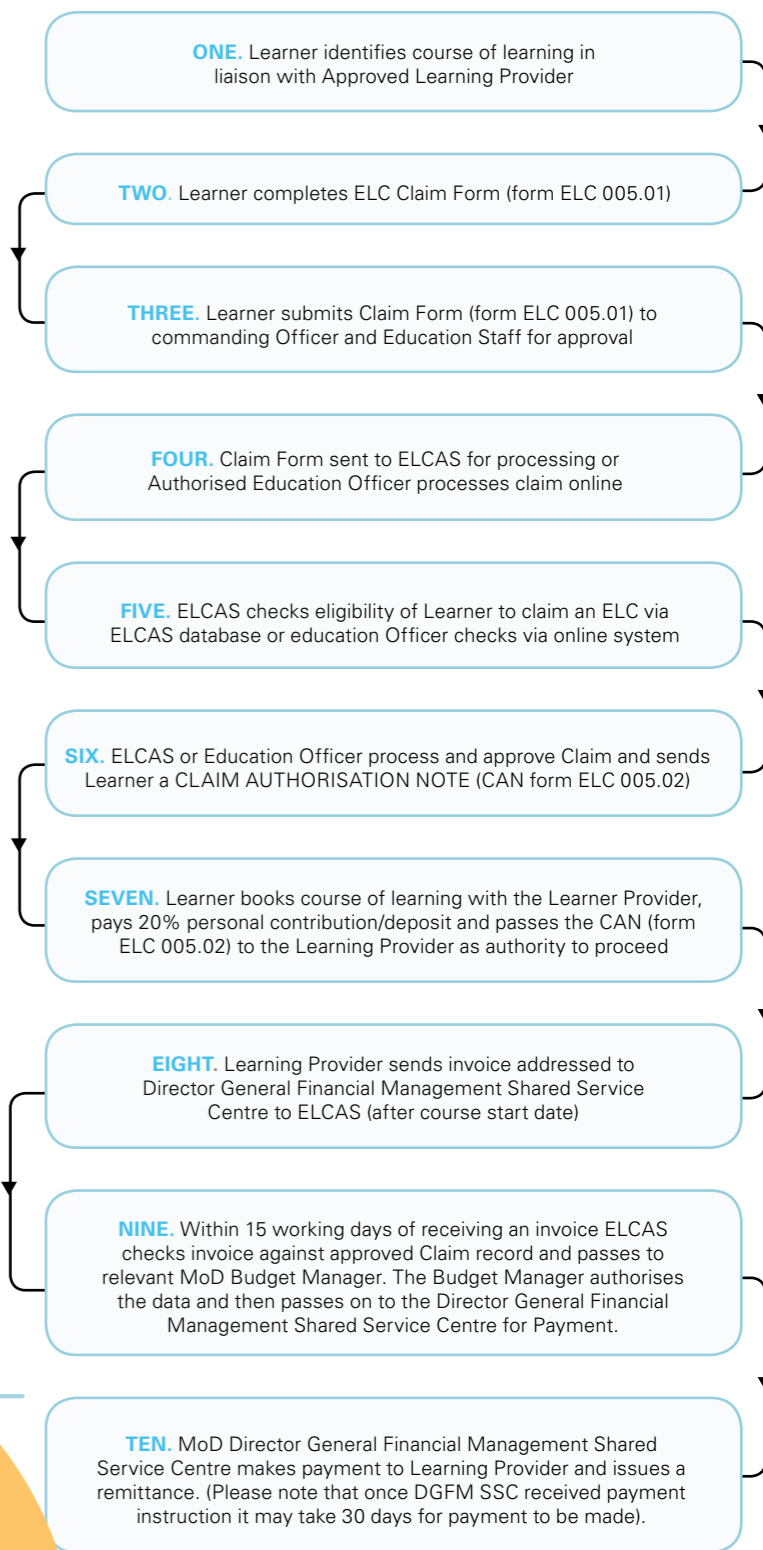
CLAIMANTS PLEASE NOTE: YOU ARE REQUIRED TO SUBMIT A CLAIM FOR EACH ACADEMIC YEAR OF THE COURSE. ONLY ONE YEAR OF STUDY SHOULD BE ENTERED ONTO EACH CLAIM FORM.

Getting Started: How does it work?

1. There are several stages to the ELC process. Full information is set out in Joint Service Publications (JSP) 822.
2. First you must have already been registered to become a Scheme Member and have accrued a sufficient amount of service before you can submit a claim. If you are still serving speak to your local Education Staff as they will be able to check your entitlement for you. If you have left the forces contact ELCAS as they can make the appropriate checks.
3. Have a look at Service Personnel Claiming ELC or Service Leaver Claiming ELC respectively as these pages will tell you how to make your claim.
4. Finally you must complete your Course Evaluation via the Member's Area. Please note that further claims cannot be processed until the evaluation has been completed.



Claim Process to be Followed by Learners and Learning Providers



FURTHER INFORMATION

If claim is rejected in step three (return to step one) or five (return to step three).
Invoices for unauthorised claims and/or missing the required information returned to the learning provider.



Claiming

Before being eligible to make an ELC claim, individual scheme members must have completed not less than six years eligible service (lower tier). If you have completed four years qualifying service prior to 1st April 2017, please read JSP 822. The lower tier of funding is up to £1,000 per claim instalment and the higher tier (eight years service) is up to £2,000 per claim instalment. Only service accumulated since 1st April 2000, may be counted as eligible service for the purpose of the ELC Scheme.

You are entitled to make three ELC claims in total. You can only make one claim per financial year (1 April – 31 March), however if you have served between 6 and 8 years you are eligible to aggregate all three claims together. As the expiration date of your claims is dependent upon many factors please read JSP 822. If you are claiming in the last year of scheme eligibility, study must commence before scheme expiry date.

If you are in your qualifying resettlement phase you may be eligible to claim under the Joint Funding Initiative (PF FE/HE Scheme). For the full details and to check the eligibility rules, please view the Serving Personnel/Claiming Publicly Funded FE/HE page. ●

Claiming ELC Funding

You are required to read this page if you are in service or ex-service and are looking at claiming on the ELC Scheme.

Before registering for any learning activity serving personnel must get authorisation from their line manager and Education Staff to ensure that their chosen course meets the MOD requirements for ELC funding. Ex-Service personnel must get authorisation from their Single Service Representative.



ONE. You fully must 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.

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: The course must be listed as an approved course (on the ELCAS website) for your chosen Learning Provider. You can verify this information by viewing the Searching for a Learning Provider page.

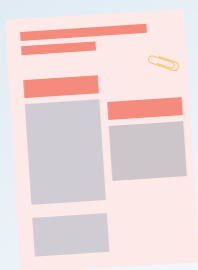


20%



SIX. You must make a personal contribution of at least 20% from your own resources towards the total course cost. You will also be responsible for any costs associated with food, accommodation, course books, material, travel and subsistence. *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.*

SEVEN. If you are making a second or third claim you must first ensure that you have completed the Evaluation Form via the Member's Area for all previous ELC funded courses. You must also provide documentary evidence to demonstrate that you have completed previous courses to your Education Staff.
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.



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.

FOUR. 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, because it can have a serious effect on future ELC eligibility. (See cancellation/reinstatement section).



FIVE. 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).



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.

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) 822.



TEN. Retrospective ELC claims are not permitted. Claim forms must be received by your Education Staff at least 25 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).



Eligible Service Personnel

PROCEDURE FOR ELIGIBLE SERVICE PERSONNEL

Please note that the following information must be submitted to your Education Staff (in paper or electronic format) a minimum of 25 working days prior to your course start date/registration date:

- Fully completed claim form.
- Full information about the course that you wish to undertake and include details of your registration date where applicable.
- On receipt of your Claim Authorisation Note (CAN), you must present it to your chosen Learning Provider before the course is due to start.



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 by visiting www.enhancedlearningcredits.com/learning-provider/provider-search

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

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.

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. Only MoD approved courses will appear on the Provider's course listing on the ELCAS website Learning Provider Search Engine.



Single Service Representatives

AMENDING, CANCELLING & REINSTATING A CLAIM

All Learners wishing to withdraw from their chosen learning activity should contact their designated Education Staff. 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 in JSP 822.

Individuals who give up a course through lack of commitment will not be considered for reinstatement of an ELC

instalment. This also applies if they withdraw because the course did not meet their expectations.

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 section of the magazine. ●

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

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.

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.

Changes to Enhanced Learning Credits and Further Education and Higher Education Schemes

Since 01 April 2016 the Enhanced Learning Credits (ELC) and Further Education and Higher Education schemes have changed, including the introduction of auto-enrolment of all current Service Personnel. The MoD promotes lifelong learning among members of the Armed Forces, and this is encouraged through the Learning Credit schemes. The aim of the changes to the schemes are to make ELC easier to use and more accessible to all current Service Personnel (through auto-enrolment); and to enable them to make use of ELC to enhance personal and professional qualifications in a more flexible way, both while serving and to aid career transition from the Service. Under the ELC and FEHE schemes

qualifying Service Personnel (SP) and Service Leavers (SL) receive financial help with the cost of learning. ELC allows a single payment in each of a maximum of three separate financial years; or now a single, aggregated lower tier payment. The FEHE scheme provides full tuition fees for eligible SL undertaking their first further or higher level qualification. The level of funding will remain the same, with an ELC lower tier of up to 3 payments of up to £1000 in 3 separate financial years and a higher tier of up to 3 payments of up to £2000 in 3 separate financial years. SP and SL are eligible for up to 3 payments. FEHE will continue to pay in full for a first qualification from Level 3 (2 x A Levels or equivalent) up to undergraduate degree level. •

- The key changes to the schemes are as follows:
- All Service Personnel (SP) currently in service will be auto-enrolled to be eligible for both Schemes, as will future SP on completion of Phase 1 training
 - A new ELC payment has been created: an aggregated lower tier payment, a single payment of up to £3000 for those with 6 or more years of qualifying service completed on or after 1 Apr 16, which will count as all 3 payments.
 - The qualifying service required for lower tier payments and FEHE will increase from 4 to 6 years from 1 Apr 2017. SP who have already accumulated 4 years qualifying service before 1 Apr 2017 will keep their entitlement to use lower tier payments and FEHE.
 - Post service access to ELC and FEHE, for all those leaving on or after 1 Apr 2016, will be reduced to 5 years.
 - Those who left between 1 Apr 11 and 31 Mar 16 (both dates inclusive) will have until 31 Mar 21 to use ELC or FEHE – 5 years from now. Anyone who left before 01 April 2011 will retain 10 years of post-service access.

Single Service Representatives (SSR) Contact Details

If you are out of the services please ensure you send your claim form and required documents to your Single Service Representative and not ELCAS. You can view their details by visiting the Service Leaver Claiming ELC page.

ELCAS CONTACT DETAILS
 ELCAS
 Basepoint Business Centres
 Tewkesbury Business Park
 Oakfield Close
 Tewkesbury
 Gloucestershire
 GL20 8SD

Tel: UK: 0845 3005179
 Overseas: 0044 191 442 8196
 Lines open 09:00 – 17:00
 Monday to Friday
 excluding bank holidays
Email: elcas@m-assessment.com



CONTACT US

Service Representative (SSR) if you have been unable to find the answer to your query on the website and the FAQs page, contact;

ELC MANAGER
 Mailpoint 3.3
 Leach Building, Whale Island
 HMS Excellent
 Portsmouth
 PO2 8BY

Tel: 02392 625954
Email: NAVYTRGHQ-EL3RRESETSO3C@mod.uk

ARMY
 Learning Credit Scheme (LCS)
 Manager
 Education Branch Zone 4, Floor 2,
 Army Personnel Services Group,
 Room 221B
 Home Command
 Ramillies Building, Army HQ
 Monxton Road, Andover
 SP11 8HJ

Tel: 01264 381580
Email: elc@detsa.co.uk
 The Army ELC helpline is open Wednesday 0930-1230.

ROYAL AIR FORCE
 Learning Credits Administrator
 Accreditation and Education Wing
 RAF Central Training School
 HQ 22 TrgGp
 Room 221B
 Trenchard Hall
 RAF College Cranwell
 NG34 8HB

Tel: 01400 268 183
Email: 22TrgGp-CTS-AandEWg-LCA@mod.uk

Eligibility Rules

IN ORDER TO TAKE ADVANTAGE OF THE SUPPORT CLAIMANTS MUST:

- Have previously joined the Enhanced Learning Credit (ELC) scheme and have completed six years eligible service (four years qualifying service prior to the 1st April 2017).
- 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 not already obtained 120 credits.
- Have left the Service or entered their qualifying resettlement phase on or after 17 July 2008.
- Meet UK's residency requirements to qualify for full state subsidy.
- Be undertaking at least the equivalent of 25% of a full time course.
- Undertake learning with an approved provider listed on the ELCAS

website as a PF FEHE provider and ensure the chosen course is designated for student support.

- The course of study must be completed prior to the period of entitlement ending.

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, Northern Ireland 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).

CLAIMING

- Firstly read the Joint Service Publication (JSP) 822 and ensure you meet the eligibility criteria.
- Complete the PF FE/HE claim form (paper/electronic) and submit it to your Education Staff a minimum of 25 working days prior to your course start date/registration date.
- Check the ELCAS website 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.
- Provide 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.
- Provide a copy of a utility bill showing your home address.

- Submit full information about the course that you wish to undertake and include details of your registration date where applicable.
- 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 Learning Provider 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. This can be a lengthy process. Once accepted you can submit your application.
- Remember! If you are submitting your second or third claim, you must complete your previous claim evaluation form online via accessing your Member's Area.

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



Submit all necessary documentation to your Single Service Representative (address details above).

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**.

www.boatbuildingacademy.com



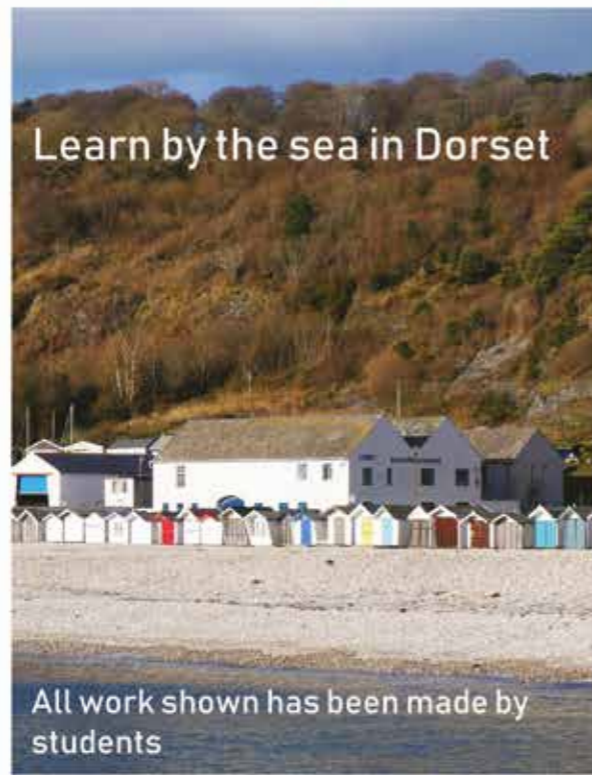
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Applicants must have Clean LGV 1 and LGV2 licenses and be based in the south east region



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Morson Forces is the dedicated recruitment arm of the Morson Group, that is completely focused on securing skilled employment for ex-forces personnel and supporting the transition into civilian life.

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