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

magazine

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The
unique benefits
of
employing
veterans

Looking at the
unique benefits and
transferable skills
that veterans bring
to the work-place.

On
The Road
with Morson FORCES

The Morson Forces recruitment roadshow travels to
dozens of destinations across the UK every year.



**WHAT'S YOUR
REPUTATION WORTH?**

Training, with the best will only
improve your on-going reputation
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**THE MINISTRY OF
DEFENCE POLICE**

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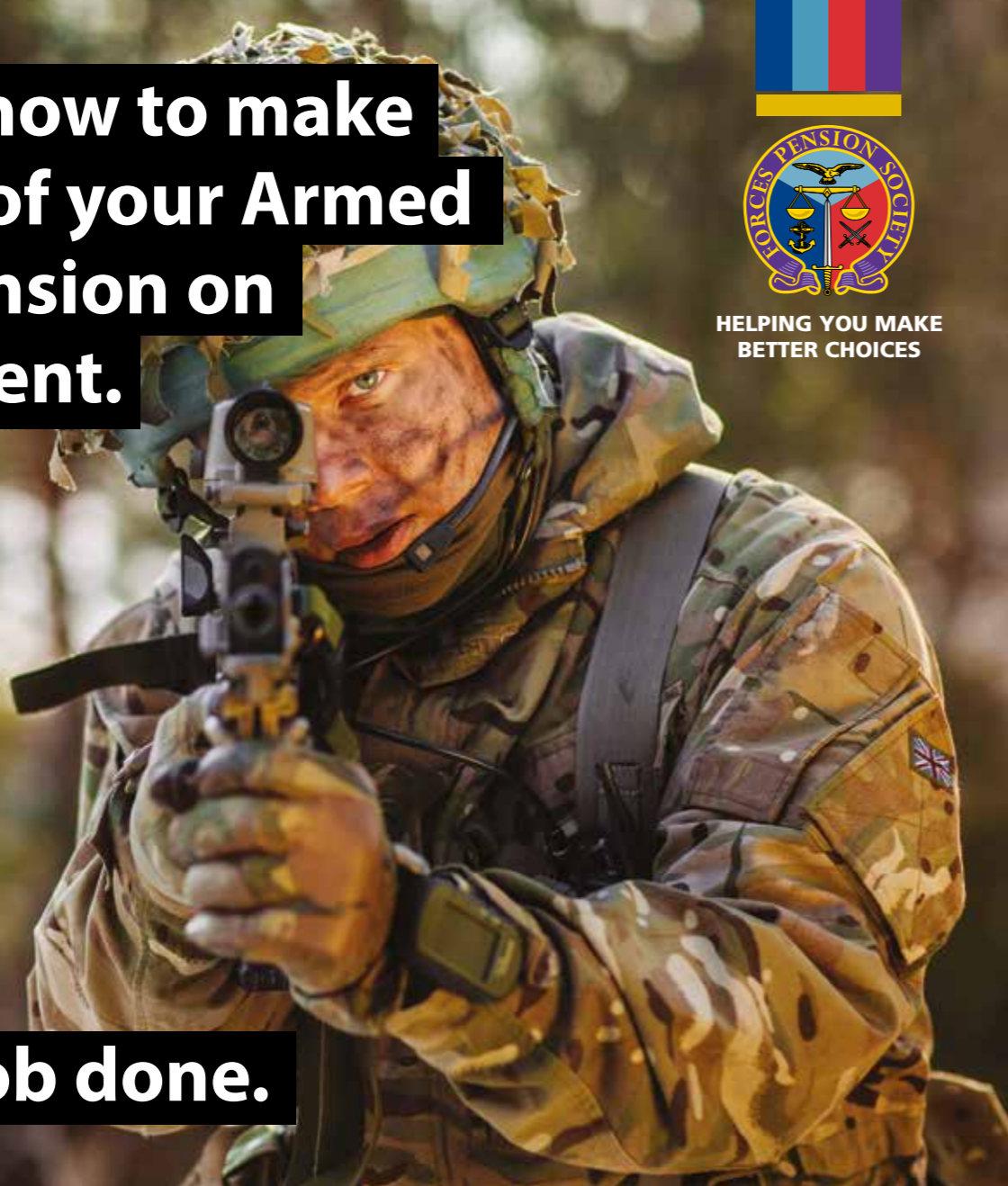
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**THE ELC
SCHEME**

Promotes lifelong learning and
financial support in an upfront
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Discover how to make the most of your Armed Forces Pension on resettlement.



Join us. Job done.

Armed Forces Pensions are complex. You may even be on more than one Scheme. There are numerous choices to be made on resettlement for your long-term benefit. Simply deciding when to leave (and when not to) can make a significant difference to the pension you receive.

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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



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Almost 60,000 people have discovered the value of joining us. We are independent, calling governments to account wherever we spot unfairness or injustice in the Armed Forces Pension Schemes. It is part of our commitment to the whole military community. And we also give you a voice where it matters, on the representative bodies for Armed Forces and Public Services Pensions.

Visit: forcespensionsociety.org/join-now

Annual membership for you and your spouse/partner costs just £40. 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 a good deal more.



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✓ EMOTIONAL WELLBEING
✓ INDEPENDENT LIVING
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Within Defence, we recognise that the world of work and people's aspirations are changing.



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Welcome...

Welcome to the Spring 2020 issue of Easy Resettlement magazine...



Award as part of the Employer Recognition Scheme awards. They employ over 2,500 Ex-forces personnel and Veterans. They have a fantastic forces ambassador, Andy Reid, who survived a devastating explosion after stepping on a bomb while on patrol with 3rd Battalion The Yorkshire Regiment in 2009. Andy also works alongside the ABF Soldiers charity and features on the front cover of this issue.

We aim to highlight the positive success stories that can be achieved when leaving the armed forces and starting your civilian career. There is often negative media coverage about issues and problems service leavers and veterans have when leaving service, although we are all too aware of these issues and want to help in anyway that we can to see these problems resolved, we believe that including some of the successes that service leavers have made when transitioning to civilian life should also be featured.

Easy Resettlement's sole aim is to help service personnel with their resettlement process, as well as assisting armed forces veterans to find future roles of employment if they have not already done so.

This is only possible thanks to the companies that we work with who use our magazines, often promoting various employment, training and franchises to you, our readers.

With that in mind, we ask you to engage with our advertisers and be sure to mention the magazine when applying to any of the companies that feature in our magazines.

Our regular features include the information regarding your enhanced learning credits, which can be found in the last few pages of each issue, we also include information from the (CTP) Career Transition Partnership whose events we attend, which enables us to speak to our readers and find out about your resettlement process.

Other features in this issue include our charity partners ssafo, they highlight the great work that they do for the armed forces community, along with the partner companies who support their efforts.

Another great employer that we work with, who have regular features and opportunities, is Morson Group. Morson Group have achieved the MOD's Gold

On a final note, we would like to thank Lt Gen Richard Nugee, Chief of Defence People, for all of his contributions and efforts in serving the armed forces community, as well as contributing insightful and informative editorials within our magazines. We also look forward to working with Major General James Swift who will be taking over the role and look forward to featuring more of the same.

To ensure you never miss a copy of Easy Resettlement you can subscribe for free by visiting our website www.easyresettlement.com. You may also wish to follow us on Twitter and join our Facebook or LinkedIn groups. These pages can be found from the links on our website.

If you would like to share anything with any of our team please email James@easyresettlement.co.uk

KIND REGARDS
THE EDITOR

Project Firefly

From Regular RN to the Maritime Reserves(MR)

- Project Firefly offers the Naval Service Leaver (those on the trained strength) and individuals who left Regular Service up to 24 Months post Release Date; the opportunity to transfer/join the Maritime Reserve (Royal Naval or Royal Marine Reserves) through swift, straight forward, processes.
- As a Reservist you will be well rewarded for your time, earning extra money, accruing an additional pension and an annual tax free bounty (the current maximum being £1862).
- There are good opportunities for promotion and continued professional development.

- Provides you with the chance to remain part of the Navy/Corps Family.
- Since, its inception in April 2013, Project Firefly has entered over 1400 highly-skilled personnel into the MR.
- Firefly has attracted considerable political, public and media interest and is influencing the size and shape of the Reserve Forces, which are an integral part of the UK's Defence capability.
- The MR is currently undergoing an innovative transformation programme. A strategy that will value your skill sets, skills that you have worked hard to achieve during your time in service; making this an exciting time to join.

The maximum joining ages are 56 for RNR and 51 for RMR and the many benefits to be had for an annual commitment of just 24 Reserve Service Days (RSD) include:

- Good rates of pay
- A pension and a respectable annual tax-free bounty.
- Opportunities for Full Time Reserve Service (FTRS) and to do more RSD's (up to 90 with Command approval).
- For the Service Leavers an initial 2 year harmony period, although, you will still be expected to commit to your annual 24 Reserve Service Days.
- Excellent Networking opportunities.

It should be noted that any MR benefits received do not affect any accrued Service pension/s and will also be in addition to any civilian pay/benefits earned.

The Firefly team are regular attenders at the Nationwide CTP Employment Fairs and are willing to travel to brief groups or individuals.

For further information just email the team at navypcap-cmwffmailbox@mod.gov.uk who look forward to hearing from you. •

PROJECT FIREFLY

From Regular To Maritime Reserves

THE MARITIME RESERVES: are a force of highly trained civilian volunteers who are readily available to support any of the Royal Navy's worldwide operational commitments.



Job Opportunities

There are a wide range of specialisations available.

Commitment

An annual requirement of 24 Reserve Service Days (RSD) achieved through your spare time and some Civilian Employers may also contribute days towards your commitment!

Benefits Include

- Excellent rates of pay, pension and a generous annual tax-free bounty
- Opportunities for continued professional development and promotion
- A more stable work-life balance with the added benefit of a 2 year harmony period (although attending the required annual training days still applies)
- Remain part of Naval/Corps Family with its special camaraderie

Who is eligible?

Open to Fully Trained Naval Service Leavers and Ex-Regulars (up to 24 months post TX date). Members with the desired skills from the other Armed Services may also apply



For further information contact the Firefly team at:
NAVY PCAP-CM WF FF MAILBOX@MOD.GOV.UK

THE JOURNEY DOES NOT HAVE TO END!

CTP Salford

On The Road with Morson FORCES

Armed with a brand-new van, an ex-forces veteran and a team of highly experienced recruiters, the Morson Forces recruitment roadshow travels to dozens of destinations across the UK every year.



From being a staple at the larger recruitment fairs like the Career Transition Partnership (CTP) to hosting their own events close to key armed forces facilities, the team behind Morson Forces have one goal in mind - help service leavers settle to life outside the armed forces comfortably, and simply.

Morson Group is the UK's leading technical recruiter, engineering design and project management company, with a global presence across markets including rail, aerospace, defence, energy, construction, infrastructure, IT, professional services and oil and gas. In 2018, the Group added to its family with the acquisition of Anderselite,

a specialist for over 30 years in providing recruitment services to the construction, civil engineering, facilities management and rail sectors. It's from here that Morson Forces, the Group's dedicated ex-forces recruitment arm, gained its newest roadshow recruit, James Lacey.

After a recent CTP event in Morson Forces' home turf of Salford, James spoke about his first experiences in ex-forces recruitment:

"We had a lot of activity that day, at one point we were the busiest stand by far! We were thrilled at the turn out as we tend to find that events around Catterick and Aldershot are the most popular, being very army-focused areas."

Keen to expand his knowledge beyond construction, James has been working closely with fellow Morson Forces recruiters.

"Different events are good for me because I can spend time getting knowledge outside of construction. The rest of the Morson Forces team, Steve

Barrett, Steve Bowden and Pat McMullan, concentrate on aerospace, defence and marine. When I first started, I didn't know anything about fast jets or aircraft technicians but I'm learning and it's incredibly advantageous to be able to speak with and understand our ex-forces candidates' experiences and future ambitions."

Last year, James met service leaver Brett Parker. Brett's career in the army began in 2005 and saw him training as a combat engineer, complete two tours of Afghanistan and transfer to the Royal Army Physical Training Corps as an Exercise Rehabilitation Instructor. He recalls: "After chatting with James for a few minutes, I knew I could potentially work with this guy. He took down my details and from then on, I was in regular contact... and I'm talking every few days not every few weeks! He soon informed me he'd secured an interview with a firm over in the North West. On the day of the interview, he bought me breakfast and posed some practise questions. They put me

on the back foot if I'm honest but it's exactly what I needed. Having spent time in the army since I was 16 and never having a civilian interview, James helped guide me on how to approach the interview and what questions I should ask.

Brett speaks highly of the service he was given. "I would highly recommend the Morson Group and Anderselite. Not only did James help with a much smoother pathway getting the right interviews, but his proactive approach was spot on."

Morson Forces are often joined by Andy Reid MBE, who has rapidly become a spokesperson and ambassador for the veteran world. In 2009, Andy lost both of his legs and his right arm after stepping on an IED plate in the Helmand Province of Afghanistan. After years of agonising recovery and adjusting to life outside the army, Andy works closely with Morson Forces to assist other service leavers with their transition.

James comments "Andy gets on really well with everyone



L-R = James Lacey, Steve Barratt, Steve Bowden

he speaks to, and he's known and respected in the ex-forces world. He also knows what I'm looking for. Guys coming out with qualifications in construction, project management, civil engineering, infrastructure, those are the people he points in my direction. It's a great, productive relationship."

There's plenty more touring to come from the Morson Forces roadshow, with James continuing to support the Morson function. "Looking at the diary, it's going to be a busy couple of months with more events in places like Newbury and Catterick. I want to be able to get to as many as I can this year. I'm looking forward to getting myself known among the recurring attendees and build those relationships. Hopefully we can get a role for them before they leave the military."

When asked for any advice about what service leavers should be considering as they attend roadshows across the country, James said, "A lot of the veterans I've spoken to think that if they don't have qualifications which would benefit a sector or because they don't have sector experience but do have qualifications, they have nowhere to go. I recently placed a service leaver who had done his NVQ in construction and a couple in groundworks and pipe-laying while

he was still serving. It was just a case of finding the right fit.

"When I speak to veterans, I try to get across that it's not about sectors - the fact you have qualifications, transferrable skills and a career in the forces behind you, is far more important."

James appreciates that the transition must be daunting. "When people come to the events for the first time, they can be a bit shy. My advice is don't be afraid of speaking to people or thinking that lack of experience will hold you back. You've already had a career that's very regimented, dependent on communication skills and have experience being part of a well-drilled team. These are skills that you can help you in any workplace."

www.tinyurl.com/morsonforces.



Andy Reid MBE

TAKING THE STRESS OUT OF SECURITY CLEARED CAREERS ABROAD

Outside of recruiting within the UK, Morson Forces also provide services abroad, many of which require security clearance at various levels.

Morson Forces have worked with the Foreign and Commonwealth Office (FCO) since 1999. Originally awarded the Technical Works Supervisor (TWS) Contract, this expanded to include both blue and white collar requirements, such as clerk of works services, project managers and professional services roles. We supply these roles to British Embassies and High Commissions worldwide, often within conflict areas.

Many of these roles require SC and DV clearance, making them ideal potential career choices for a wealth of forces veterans who might already have the required clearance, making them an ideal fit for an easy transition.

Headed up by FCO Account Manager Carl Pollitt, Morson identify and interview candidates in conjunction with an FCO representative. If successful at interview stage (but don't currently have the required security clearance) the candidate is submitted for SC/DV clearance with the aim of establishing a 'pool' of skilled, security cleared candidates to fill TWS positions as they become available.

"Each area of operation has specific requirements on skills, knowledge and experience. Morson are an integral part of the posting process, with our vast knowledge of both the estate and the individuals", said Carl.

With the assistance of the FCO Travel Centre and post, Morson manage the passport and visa application process for all newly appointed TWS. This guidance is also required when TWS move locations, or additional locations are added to their outstation travel remit.

They also facilitate the confirmation of flights, transfers and accommodation arrangements, as well as overseeing the entire TWS deployment process ensuring all new candidates are in communication with the correct people at post before their arrival. This reduces the knowledge transfer time for new TWS.

"Our holistic solution takes the stress out of working within a security cleared environment abroad. Alongside our process management, we offer a 24-hour emergency helpline and in-country partner support."

To find out more, contact **Carl Pollitt** at carl.pollitt@morson.com

Meeting Defence People's needs through modernisation



Within Defence, we recognise that the world of work and people's aspirations are changing.

As Chief of Defence People, one of my key objectives is to ensure we have the policies in place to allow us to retain the right number of skilled Service personnel. In my summer 2018 article, I outlined several initiatives we had set in train to make the Armed Forces more modern and attractive to both serving personnel and new joiners. I'm proud to say that we have now introduced many new initiatives, and we are making good progress towards meeting our 2015 Strategic Defence commitment to make a career in the Armed Forces better balanced with family life, reflecting the realities of modern life.

We have started the roll out of the Future Accommodation Model (FAM) with a pilot at three military bases. FAM gives more choice to more Service personnel over where, how and with whom they

live. The pilot has already launched at HMNB Clyde and Aldershot Garrison and is set to launch at RAF Wittering later in the year.

Under the pilot, personnel can still select Single Living Allowance (SLA) or Service Family Accommodation (SFA) but can also choose to live in private rental accommodation or buy their own home. Importantly, no SLA or SFA will be sold as a result of the pilot. We've also broadened access to SFA. Personnel with more than four years of service and in a long-term relationship, or have caring responsibilities, can now apply to live together in surplus SFA.

FAM has been designed so the homes our people need, whether they chose to rent privately or use SFA, will cost them broadly the same. MOD will pick up the difference in expensive-to-rent areas. The three-year pilot will be used to test the policy and see how personnel respond. We will then decide whether to expand FAM to the rest of the UK, which we expect would take some time.

Some events in our lives require us to reassess our needs and demands outside of work and how those impact on our primary employment. An employer's ability to enable its people to respond to these events, often for temporary periods, can sometimes be the difference between a valued employee staying or leaving. Reservist opportunities have always allowed our personnel more flexibility than those in Regular Service, but we have responded to requests for more flexibility for those in the Regular force, building on existing opportunities such as remote working and variable start and finish times.

Our new Flexible Service policy (introduced in April 2019) allows Regular personnel to ask to temporarily work part-time and/or restrict their separation from home base, subject to operational need. Flexible Service arrangements can last between

three months and three years and the law behind the policy ensures there is greater certainty for the individual during this period, so they can make commitments that would not normally be compatible with traditional Regular Service.

By February 2020, 144 Service personnel and their families have benefitted from Flexible Service arrangements, many of whom said they would have otherwise had to leave the Armed Forces. The policy has also enabled people time to study for qualifications that they wouldn't have been able to attain without Flexible Service, allowing them to acquire new skills and qualifications that will benefit Defence and broaden their employability. Whilst operational capability still comes first, changes such as these show that we are serious about giving our people more choice, and generate a positive cultural shift toward the greater flexibility demanded by a modern workforce.

While we continue to modernise Defence to make it more family friendly, I must congratulate the Families Federations who, amongst other vital work, have established a brand new one-stop-shop website, Forces Families jobs, that provides access to employment and training opportunities for families of our Service personnel.

I'm also pleased to announce that the Armed Forces Covenant,



which was launched in 2011, has over 4,000 organisations signed up. The Covenant is a promise by the nation to ensure those who serve or have served, and their families are treated fairly.

Like the Families Federations, we are helping our people by embracing technology and introducing new online tool and services. For example, Armed Forces personnel and their families

can discover and understand the support and benefits that are available to them through Flexible Service, FAM and more, with our easy-to-use online tool, Discover My Benefits.

When people do need to leave Regular service, their skills and experience are always highly sought in Reservist roles. We know that our Reservists have a desire to do more, but finding out about opportunities in the Armed Forces, from short-term tasks to longer-term commitments, is not as easy as it could be. So, we are developing a new digital service that offers an easy way to discover Reserve and Rejoiner job opportunities in the Armed Forces, across all three Services, and to stay connected with Defence. Called Reserve and Rejoiner Opportunities, it will modernise Reservists' job-hunting experience through technology and bring it more in line with today's expectations.

As you'd expect, it will have a powerful job search tool but unlike existing tools, it will enable users to register their preferences and choose to receive email alerts whenever new, relevant jobs are added. It will also introduce a new way to stay connected with Defence, displaying information based on users' preferences, with email alerts for new content. It is designed to work on personal and MOD devices including mobiles, desktops and tablets and is due to launch in the summer 2020.

As part of the package of support for veterans, the Veterans' Gateway's 24/7 helpline provides an outreach service, where it proactively calls those who have served, to check in on their wellbeing and remind them of

where support can be found. This is part of the UK-wide 'Strategy for our Veterans', which outlines a new vision and principles to support those who served, as well as their families, in every aspect of their lives for the next 100 years.

As Chief of Defence People, I am extremely proud of the progress we've made to create more opportunity for continued service, and to make sure those who have served are resettled effectively. As I hand over to Lieutenant General James Swift, and join the ranks about to resettle and transition, with all the hope and fears that brings, I reflect that it is the people of our organisation that are important and an inspiration, and are at the heart of Defence. And as we know a strong, well cared for heart drives a healthy body. It has been a pleasure serving with and for such people. ●



The unique benefits of employing veterans

A look at the unique benefits and transferable skills that veterans bring to the work-place.

Attention to detail, discipline and time-management are drilled into recruits from the very start of basic training but you would be surprised how many civilians struggle with even the basics of turning up to work on time.

Military service naturally entails early starts, irregular and long hours, working in unpleasant conditions and having the dedication and commitment to getting the job done but unfortunately, many civilians won't understand what military service entails and the benefits of having veterans in the workplace.

Your CV, covering letter, application form and interviews are all opportunities to show future employers your unique skill-set and the value you can bring to their organisation.

CIVILIANISE YOUR SKILLSET

This is extremely important but easy to get wrong. Don't use military acronyms or jargon. There is a civilian equivalent to everything you do in the forces so make sure you find out what it is.

Soldiers, sailors and airmen become staff, employees, workforce or team. Weapons, vehicles and uniform become equipment (mechanical, electronic or heavy), supplies and logistics. A tank crewman becomes a heavy systems operator, a combat operation is a hazardous environment and reconnaissance could become data collection and analysis.

TEAMWORK

This is something lots of people put down but may struggle to explain. A successful team will utilise its member's strengths and weaknesses to achieve results. Use examples of when you have worked as part of a (probably diverse) team effectively and explain how your role contributed towards its success, and what skills were involved.

Collaborative skills are essential in most roles and knowing when

to lead and when to follow in a team can be vital to its success.

An extra bonus for prospective employers is if they think you are able to install some of that team spirit and military camaraderie into their working environment.

PLANNING AND ORGANISATION

Being able to plan, prepare, prioritise, multi-task, delegate, coordinate, assess situations and make quick effective decisions reduces inefficiency in the workplace and helps create an organised and structured workforce.

An employee bringing in these skills saves employers time and money and something most former members of the Armed Forces will have in spades. Make sure you highlight these skills, explain how these will benefit them if you were to get offered the position and be ready with examples to back up your statements.

LEADERSHIP

Leadership and respect for leadership is instilled into military personnel from the start of basic

training and applies throughout your career no matter what rank you are. There are different leadership styles but regardless of which one you use, employers know that a good leader will be able to communicate, motivate, delegate, inspire and influence and their behaviour will impact on employee morale, product quality and productivity.

Military personnel are likely to have managed a team (with a diverse range of skills and backgrounds) in challenging environments, are likely to have had to make effective critical decisions and will have been responsible for the training, development and welfare of their subordinates.

All you need to do is ensure your prospective employer can see what an asset you could be to them by highlighting your experience and making it easy for them to see that your leadership skills would be an asset to them.

PROBLEM SOLVING

Analytical people who can identify problems and solve them save companies money, time and resources. It's easy to identify problems but what can make those with military experience stand out against their competition is their ability to quickly find workaround solutions.

A 'can-do' attitude, positive mindset and ability to show initiative is invaluable to employers. No matter what trade you were in the military, there will be great examples when you've had to think on your feet, perhaps when navigating logistical or bureaucratic issues, and be resourceful in order to complete the task at hand.

When using or describing situations like these, it's important to translate the outcome into something tangible that an employer will understand, like how many working hours or how much money was saved.

Numbers, figures and percentages are all useful ways for employers to understand the impact of your actions.

COMMUNICATION

Good communication skills are essential in any occupation but especially vital in the military. Being able to understand and communicate complicated



information in a clear and concise way to both superiors and subordinates and knowing when to be tactful and diplomatic requires a special skill set that most military personnel won't even realise they have developed.

Written, verbal, non-verbal and visual communication skills are all methods of communication and can often be used in conjunction with each other. There are many military examples to demonstrate to prospective employers including working alongside foreign nations and civilians, different branches and arms of the military, on operations or exercises or for when you made presentations or worked in a training role.

When it comes to interviewing time, make sure you speak clearly, don't interrupt and engage your active listening skills.

FLEXIBLE, ADAPTABLE AND REMAINING CALM UNDER PRESSURE

Things rarely go to plan in the military and being able to change course, adapt methods and improvise are all key attributes transferrable to any organisation.

Remaining calm under pressure and being able to adapt quickly when circumstances change and deadlines shorten are qualities that military personnel are particularly skilled at and there are likely to be many scenarios when you have worked in extremely pressurised or time-sensitive environments.

Whether you can prep three torpedo missiles in under half an hour or call in accurate air support while under fire, what is important for prospective employers to know is that you can handle this stress constructively or that you're one of those people who thrive under pressure.

VALUE YOUR EXPERIENCE

These 'soft skills' are hard to teach and can prove invaluable for future employers and

workplaces and this is without all the additional 'hard skills' (technical skills, trades and qualifications) that veterans leave the Armed Forces with.

Many civilian employers won't know about a lot of these skills or understand how they may benefit their workforce, so it is important for veterans to recognise their own value and highlight them throughout the job application process.

Moving into a new career outside of the Armed Forces is unlikely to be easy but there's a lot of help for veterans including free CV workshops, interview advice, networking events and work placement/job boards. Take advantage of all these services and begin the process as soon as possible. ●





The Mine Action Industry.

Is this the opportunity 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. The demand for qualified individuals in the Mine Action industry is high. The Development Initiative Ltd (TDI) has a long history of providing opportunities to qualified Military personnel in search of a new career path.

There are over 110 million laid 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 canine detection support. 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 15-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 remains committed to clearing the way whilst reducing 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 country'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 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, 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 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 IEDs, 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 the 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.

TDI aims to make the unnerving transition from military to corporate life a success for all who join us. There are career options outside of the Army and TDI provides the tools for you to branch into something new. To find out more, please contact us on info@thedevelopmentinitiative.com, or visit our website: www.thedevelopmentinitiative.com, on Twitter, [TDI18](https://twitter.com/TDI18) or our LinkedIn page, [The Development Initiative Ltd.](https://www.linkedin.com/company/thedevelopmentinitiative)



NEW YEAR. NEW CAREER. WE ARE HIRING.

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/





What's your reputation worth?

Training, with the best will only improve your on-going reputation in our industry so why settle for less.

The road in PSC and CPO is long and maintaining your reputation is the most important factor to keep the employment coming in. Setting the foundations of transitioning from Soldier to Private Security Contractor is of the utmost importance.

IN THE BEGINNING

UCP Group have come a long way since its formation in 2003, nearly 2 decades ago. Derived from the Special Forces of the UK, Spain and France UCP deliver training only at the highest standard and quality, knowing that one day our teachings will save your or others life's.

GLOBAL ACADEMIES

UCP now have several academies on every known continent and in the most high-risk locations so just choose where you want to train for example "UK, Thailand, Italy, USA, Middle East or Africa the choice is yours.

OPERATIONAL WORK AND EMPLOYMENT

UCP not only deliver training but also deliver individuals or private

units to clients for operational tasking. We only train for "supply and demand" meaning we put 100% into our training and we spare no expense to get you where you need to be.

YOUR REPUTATION IS THE MOST IMPORTANT

After training, each learner or student will represent UCP in the field, so it's our reputation on the line to make you the very best this industry can deliver. You will have one to one instructor support to make you the very best private operative.

EARNING YOUR TRUST

UCP have earned their reputation in the private security industry by training and delivering quality former British soldiers transitioning into highly trained operatives "ready for deployment" into the private security contracting remit (PSC) for the past 10 years with the MoD and 18 years in total. We have trained over 5000 former military since 2003.

WORKING AFTER TRAINING

We aim to deliver up to 80 former British Soldiers per annum to our recruitment officer for work in Iraq, UAE and Africa.

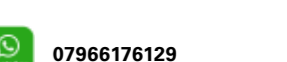
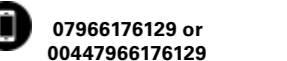
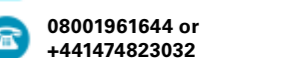
HOW DO YOU DO IT?

2 ways to book.

Use your ELCAS on 5011 with the 21-day Close Protection Training course or if you did not sign up to the ELCAS scheme then WSO "Worldwide Security Operatives" will fund up to 50% of the course which in some cases this is more than the ELCAS grant.



We also deliver the 28 day and 40-day courses including Team Medic, Team Leadership and Hostile Environment (HECPO) taking you to the advanced awards and higher pay grade. ●



Defence Relationship Management

Defence Relationship Management (DRM) partners with organisations throughout the UK, helping them understand the value of signing the Armed Forces Covenant and building mutually beneficial working relationships with Defence.

It provides support on employing Reservists, Veterans, Cadet Force Adult Volunteers and military spouses and improving fairness for the Armed Forces community in the consumer market. Defence is keen to establish open, strategic relationships with employers, tailoring partnering opportunities to mutual needs and business goals.

ARMED FORCES COVENANT

One of the main outputs of DRM is to encourage organisations to sign the Armed Forces Covenant. This is a promise from the nation that those who serve or have served in the Armed Forces, and their families, are treated fairly. The Armed Forces Covenant sets out a view of the desired relationship between the government, the military and broader society. The Covenant is a three-way arrangement, founded on the premise that, in addition to the government, the nation as a whole has a moral obligation to members

of the Armed Forces, past and present, and their families.

Over 5,000 employers across the UK have pledged their support to the Armed Forces community, which includes the promise to support the "employment of veterans, young and old". The covenant focusses on helping members of this community have the same access to government and commercial services and products as any other citizen.

This support is provided in a number of areas including:

- education and family well-being
- having a home
- starting a new career
- access to healthcare
- financial assistance
- discounted services

Over the last 12 months large organisations have signed the Covenant including big names such as Admiral Group, Silverstone Circuits Ltd, Sky and Facebook along with NHS Trusts, local councils and SMEs. Examples of

pledges that have been included in the Armed Forces Covenants are:

- 10 days extra leave provided for Reservists
- wave cancellation charges for broadband and media packages when Armed Forces personnel are posted overseas or to another part of the UK
- provide a UK Armed Forces specific recruitment and training pipeline to give opportunities around the business, particularly focused on supporting the first few years after leaving the Service
- offer Service Leavers guaranteed placement in to the interview process for all roles (provided applicants meet the minimum requirements)

The benefits of signing the Armed Forces Covenant has been shown through organisations such as Halfords. In the first four months since signing the Covenant they interviewed 320 ex-services personnel and Reservists, through its Guaranteed Interviews pledge. This resulted in ex-Armed Forces personnel and Reservists filling nearly a quarter of the 200 full and part time vacancies in the business.

BT have found that 15% of their applicants are Veterans but they are 20% of their hires. This demonstrates that Veterans stay in roles longer, are less likely to be early leavers, are less likely to take time off and have a higher likelihood of promotion.

Morrison's Utility Services worked out that they had saved over £300,000 in recruitment fees in 12 months. Ex-Service personnel filled 10% of their resource needs but had a retention rate of 91%.

EMPLOYER RECOGNITION SCHEME

Once an organisation has signed the Armed Forces Covenant they are then eligible for the Defence Employer Recognition Scheme which encourages employers to support Defence and inspire others to do the same. The scheme encompasses bronze,

silver and gold awards for employer organisations that pledge, demonstrate or advocate support to Defence and the Armed Forces community, and align their values with the Armed Forces Covenant. The Gold Award winners are the ultimate advocates of engaging with Defence.

The scheme is designed primarily to recognise private sector support although public sector organisations such as the emergency services, local authorities, NHS trusts and executive agencies are also eligible to be recognised.

There are now over 2,500 Bronze award holders. The main criteria to achieve the award is to have signed the Armed Forces Covenant, promote being Armed Forces friendly and be open to employing those from the Armed Forces community (Reservists, Veterans, Cadet Instructors and military spouses/partners).

Once an organisation receives the Bronze award they can apply for a Silver award. Whereas a Bronze can be achieved throughout the year the Silver award application process is only open for four months of every year – the beginning of January until the end of April (this year all applications have to be in by 23:59 on 29 April). There are currently 889 Silver award holders from both the private and public sector and include large, multinational organisations through to micro organisations who have under ten employees.

Criteria for a Silver award builds on the Bronze and includes not unfairly disadvantaging the Armed Forces community in an organisations recruitment process, employing at least one individual from the Armed Forces community, making sure the workforce is aware of positive HR policies towards those within the Armed Forces community and providing an additional five days paid/unpaid leave to Reservists.

The Employer Recognition Scheme Gold award represents 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 226 holders at present. Like the applications for the Silver award you can only apply for a Gold award once a year, between the start of January and the end of March (this year's closing date is 25 March at 23:59).

To be eligible for a Gold award organisations must have an existing relationship with either a Regional Employer Engagement Director or a National Account Manager, have achieved a Silver award, provide 10 days extra fully paid leave to Reservists, must pro-actively demonstrate their forces-friendly credentials as part of their recruiting process and be an exemplar within their market sector, advocating for Defence People issues.

Advocacy is the criterion that differentiates Silver and Gold awards. Unlike most other Employer Recognition Scheme criteria, what constitutes 'good' is relatively subjective and it is here that the 'art' of assessment outweighs the 'science'. Advocacy is considered relative to the size, resources and profile of an organisation. In other words, a FTSE 100 company has the means to do a great deal more than a small local business.

There are two elements to advocacy: internal and external. Internal is more pertinent to larger businesses, and includes activities such as creating military networks and encouraging staff to join the Reserves by hosting local units for recruitment events. External advocacy is relevant to all types and sizes of organisation and can include advocating for the Armed Forces community on social media, encouraging partner organisations and suppliers to sign the Armed Forces Covenant and engage with the Employer Recognition Scheme, displaying the logos on websites and vehicles and hosting events that promote the Covenant and Employer Recognition Scheme. All of those who win a Gold award automatically become



members of the Gold Alumni Association. Launched in 2016 by a group of Gold employers to connect and energise the growing community of Armed Forces-friendly organisations across the UK with its own LinkedIn page. It is both a regional and national network of Gold holders, with the purpose of assisting Bronze and Silver award winners in their journey to Gold, whilst sharing best practice and ideas between Gold Alumni on how to better support the Armed Forces Covenant.

Find out more about Defence Relationship Management, the Armed Forces Covenant or the Employer Recognition Scheme via the website www.gov.uk/government/groups/defence-relationship-management or follow them on twitter @DRM_Support

The Gold Alumni Association have their own LinkedIn page www.linkedin.com/groups/12117015/

THE WAYS DRM OFFER SUPPORT INCLUDE:

- employment of Reservists and support through flexible HR policies
- employment of regular service personnel at the end of their engagements, in collaboration with the Career Transition Partnership
- employment opportunities for service leavers with more challenging transitions including the wounded, injured and sick
- employment of spouses/civil partners of service personnel
- joint development of skills in areas such as engineering, medical, communications and cyber security
- career opportunities and support for cadet adult instructors
- tackling disadvantages faced by service personnel in the consumer market



East Midlands Universities unite in support for Armed Forces Covenant

The nine universities of the East Midlands celebrated the updating of their Armed Forces Covenants in a joint ceremony held at the University of Leicester.

The revised agreements include new, clear-cut promises to support Armed Forces personnel.

The event also marked the achievement of 500 Armed Forces Covenant signatories in the region by East Midlands Reserve Forces and Cadets Association (East Midlands RFCA).

The ceremony was attended by Chief of Defence People (CDP), Lieutenant General Richard Nugee CB CVO CBE, who commented: "I am delighted to see these institutions from the East Midlands higher education

sector reaffirming their Armed Forces Covenant commitments. In particular the commitment to encourage students to become Reservists, and paid leave for existing Reservists to undertake their annual training commitments is very welcome, and sets a potent example for peer organisations in the education sector."

The universities are uniquely placed to support the education and training of the Armed Forces community. As a group, the universities have committed to collaborate in research to the benefit of the Armed Forces community in areas such as social care, sports science and the justice system.

They will also consider how they can improve and facilitate access to higher education for service leavers, Reserves and military families.

Some further specific pledges include appointing an Armed Forces Champion, and registering with the Career Transition Partnership to establish a specific pathway to employment for service leavers. They also plan to provide work placement opportunities and supporting the accreditation of military training.

The support will extend to helping service spouses and partners to find jobs, through initiatives such as registering with the Forces Families Jobs Employment platform.

There are also currently over 250 Officer Cadet Students in the Officer Training Corps across the East Midlands universities, and this will continue to be supported.

The ceremony was particularly significant to the University of Leicester, as it was founded as a living memorial to those who made sacrifices in the First World War and celebrates its centenary in 2021. Professor Nishan Canagarajah, President and Vice Chancellor, University of Leicester, said: "I am proud to re-sign the Armed Forces Covenant. It is appropriate that the signing ceremony took place in our Fielding Johnson Building which served as a military hospital during the Great War. The University of Leicester was founded as a living memorial to the sacrifices of local people during that conflict. Our commitment to all those who serve, or have served, in the Armed Forces is part of that legacy."

John Wilson OBE DL, Director of Employer Engagement at East Midlands RFCA, added: "We are really thrilled to have this significant group re-signing take place, demonstrating the friendly and supportive dialogue between all the East Midlands universities."

"The Armed Forces Covenant is there to ensure that Armed Forces personnel are not disadvantaged by the commitment they make to their defence careers, and respected bodies like the universities can lead by example and best practice."

Also in attendance were: Katy Nevitt, Armed Forces Champion, Bishop Grosseteste University; Dr Paula Holt, Pro Vice Chancellor, University of Derby; Group Captain (Rtd) Nick Sharpe, Chief Executive, East Midlands RFCA; Julian Free, Deputy Vice Chancellor, University of Lincoln; Chris Euden, Operations Director, Loughborough University; Dr Simon Oldroyd, (Interim) Deputy Vice Chancellor, De Montfort University; Professor Nick Petford, Vice Chancellor, University of Northampton; Jamie Tennant, Head of Employment Shared Services, University of Nottingham; and Professor Mark Biggs, Pro Vice Chancellor, Nottingham Trent University.

The Armed Forces Covenant was enshrined legally in the Armed Forces Act 2011 as a promise from the nation that its Armed Forces personnel will be treated fairly. The Covenant can be signed by any and all UK businesses interested in showing their support for defence personnel. For more information on the Armed Forces Covenant. ●

Seated L to R: Dave Hornsey, Career Transition Partnership Regional Employer Relations Manager; Lt General Richard Nugee CB CVO CBE, Chief of Defence People; Col Murray Colville TD DL, Vice Lord-Lieutenant for Leicestershire and Col John Wilson, Regional Employer Engagement Director, East Midlands Reserve Forces and Cadets Association. They are accompanied by those listed above, and Cadets from the Universities Officer Training Corps.



Charity seeks wounded veterans for Long Way Up sailing adventure



A Cornish charity has launched a campaign to find a team of wounded veterans for an ambitious 2,000-mile sailing expedition from Land's End to John O' Groats - and back.

Turn to Starboard is offering a unique opportunity for 24 veterans who have been affected by military service, with physical injuries or mental trauma, to join the epic challenge for a one-way voyage in either direction.

The Long Way Up will see a fleet of three 40-foot yachts set sail from Land's End on June 10, 2020. Crew members will spend around three weeks at sea navigating the west coast of mainland Britain while learning to sail under expert tuition from professional instructors.

Turn to Starboard CEO and founder, Shaun Pascoe, said: "The aim of this exciting challenge is for wounded veterans to experience the therapeutic effects of sailing and the sea, meet people facing similar challenges as their own and gain valuable new skills."

"Crew members can choose to either set sail from Land's End or John O' Groats on a 1,000 nautical-mile trip and enjoy stunning views along Britain's wild coastline. Each participant will get the chance to develop their sailing ability

and skippering skills, learn about navigation, meteorology, safety and signals. There's no doubt each person will return as a competent sailor and have the option to continue their training with the charity and put themselves forward for an RYA Yachtmaster Offshore assessment. This valuable qualification allows the holder to work professionally in the boating industry as a delivery skipper, on a superyacht or as a sailing instructor and is recognised worldwide as a certificate of competency.

"The expedition will be a challenge too, as crew members will be tested at times with strong winds, waves and varying weather conditions. Yet they will be rewarded with spectacular scenery and the chance to visit some of the stunning remote islands off Scotland's west coast. Skippers will break up the journey with stopover anchorages and at marinas for rest days and to use onshore facilities.

"All places are provided free of charge and include three meals a day plus the loan of waterproof kit and safety lifejacket. Anyone who would like to apply will need at least one week's yacht sailing experience, which may be able to be take place from our base at Falmouth in Cornwall before the expedition.

"Places are available to injured veterans, serving or retired, whether they want to take part in a challenge or just have fun on the water. Turn to Starboard is full of bright examples of veterans of all abilities enjoying sailing, proving that there are no barriers to taking part in this fantastic sport."

Launched in 2012, Turn to Starboard offers several strands of activity including Royal Yachting Association (RYA) sailing courses,

family sailing trips, Tall Ship sailing and competitive racing. The Falmouth-based charity has provided more than 3,000 sailing opportunities to injured veterans and their families. The focus is on resettlement, reintegration and reinforcing a sense of value and belonging for participants, along with an opportunity to gain professional sailing qualifications to start new careers in the marine industry.

The Long Way Up expedition follows two highly successful Round Britain Challenges organised by Turn to Starboard in 2016 and 2017. The 2000-mile voyages saw teams of injured veterans circumnavigate the British Isles onboard a traditional Tall Ship. Both of these life-changing expeditions helped many participants gain professional sailing qualifications and take positive steps forward in their lives.

SPONSORSHIP OPPORTUNITIES

Organisations across the UK are being invited to sponsor the Long Way Up expedition. Turn to Starboard is looking for businesses or groups who would like their logo featured on all of the yachts, and enjoy complimentary use of a yacht at the launch regatta, or take part in employee or client sailing experiences on a traditional tall ship. Various corporate packages are available. If you are interested in sponsoring the event and showing your support for wounded veterans, contact Jane Higgins, Events and Fundraising Manager, on **01326 314262** or by email at **jane@turntostarboard.co.uk**.

For more information or to apply for a place on the Long Way Up expedition, contact Helen on **01326 314262** or email **helen@turntostarboard.co.uk**. ●



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 «



Join us, we are a...

#ForceWithADifference

The Ministry of Defence Police (MDP) delivers specialist armed policing services to protect the nation's defences and national infrastructure.

We run recruitment campaigns for vacancies throughout the UK and our website provides details on current vacancies.

A diverse workforce is essential to our success and we welcome people from different backgrounds and experiences, who represent the communities we serve.

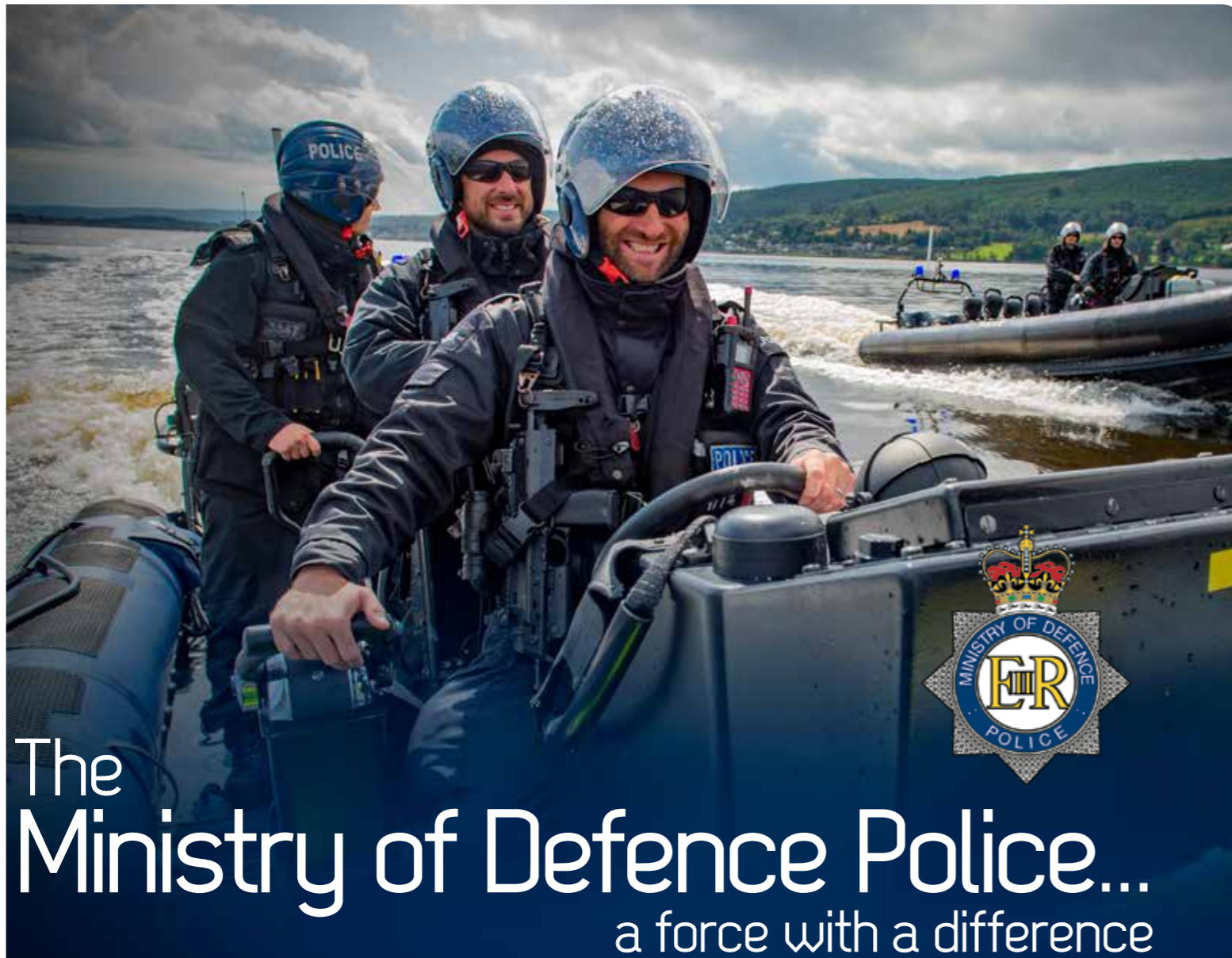
If you would like to speak to someone about joining the MDP, please 'contact us' via our website.

Interested? Find out more: www.mod.police.uk



Ministry
of Defence
Police





The Ministry of Defence Police... a force with a difference

Have you left, or are you getting ready to leave, the Armed Forces and thinking about what career path to take next? Have you considered joining the Ministry of Defence Police (MDP)?



The MDP provides specialist armed policing services to key Defence and national infrastructure sites around the UK. The majority of MDP officers are deployed as Authorised Firearms Officers.

Let's take a look at who the MDP are and what they do.

WHO?

The Ministry of Defence Police (MDP) is a national civilian police force of circa 2900 police officers and 260 police staff, established by the Ministry of Defence Police Act 1987. The Force serves the Ministry of Defence (MOD) and delivers specialist policing at a range of locations across the UK, including support to US Visiting Forces and other UK Government Departments.

WHERE?

The MDP is based at various locations across the UK including:

- Royal Naval Armaments Depot, Coulport
- Atomic Weapons Establishment sites at Aldermaston and Burghfield in Berkshire
- GCHQ Headquarters in Cheltenham
- Defence Munition Sites
- HM Naval Bases at Portsmouth, Devonport and Clyde
- Various other key Defence sites, including central London and sites in North Yorkshire, Derby, Hereford, Thurso and Barrow-in-Furness

WHAT?

The MDP is equipped to respond to a range of crime and security related threats and risks that require specialist and dedicated civilian policing

capabilities. These include:

- Terrorist attack and the threat of such attacks across the UK
- Disruption and disorder caused by protesters
- Unauthorised intrusion onto the Defence Estate
- Theft or compromise of, and damage to, key assets that would have a significant impact upon Defence capability
- Major financial fraud and corruption that would have a significant impact upon Defence capability

To achieve this, the MDP provides the following operational services:

- Nuclear Policing: Providing specialist armed policing services that contribute to the protection of the UK's strategic nuclear deterrent.
- Territorial Policing: Providing specialist policing services that



capabilities that include:

- Armed policing that meets national policing standards
- Various specialist armed policing units including the Tactical Firearms Unit, Special Escort Group, Operational Support Unit, and Central Support Group
- Public Order and Protester Removal Teams
- Specialist police dogs and handlers
- The largest Marine Policing capability in the UK
- A Crime Command that is focused on combatting the threat and risk of major fraud, theft, bribery and corruption to Defence interests
- Project Servator officers deployed in uniform and plain clothes who are specially trained to spot the tell-tale signs of terrorist and other criminal activity

help to protect key Defence and UK national infrastructure sites, people and assets.

- National Counter Terrorist Response: Contributing to the UK's national armed policing response to major incidents.
- Crime Command: Preventing, detecting, disrupting and investigating crime against Defence interests. Investigating and detecting fraud, corruption, theft and criminal damage to Defence equipment and assets. Collating and disseminating criminal and security intelligence to support MDP operations and wider Defence and Law Enforcement partners and stakeholders.

HOW?

The MDP delivers its operational policing services using a range of specialist policing

linked to performance

- Within six years you could be earning over £38,122

Benefits

- New recruits are entitled to 22 days' annual leave at entry, rising to 30 days after 20 years' service
- Principal Civil Service Pension Scheme that compares well with much of the private sector
- Locational allowances, payable at specific sites
- Paid overtime at enhanced rates

Diversity and Inclusion

- Committed to recruiting, developing, retaining and promoting the best people, with different skills, backgrounds and experiences, who are representative of the communities served
- Staff support and networks including an LGBT+ Network, Gender Network, Race Network and Mental Health First Aiders
- Diversity Champion memberships of Stonewall

VACANCIES

The MDP run recruitment campaigns for vacancies throughout the UK. For details on current or upcoming vacancies visit www.mod.police.uk

WHY JOIN THE MDP? Training

All Authorised Firearms Officers are trained to National Police Standards and there is a wide range of training and development opportunities available throughout an MDP officer's career, whether on promotion or by specialising in a specific role.

Salary

- The minimum starting pay for a newly recruited MDP Constable is £22,968
- Increases in pay are reviewed annually and

and Business in the Community (BITC)

- Membership and representation on the British Association of Women in Policing (BAWP), the National Black Police Association (NBPA), the National LGBT+ Police Network and the Scottish LGBTI Police Association
- Access to the MOD's broad range of staff networks which include the MOD LGBT+ Network and the MOD Disability Network

APPLICATION PROCESS

- Once your application has been submitted, your eligibility for the role will be reviewed – this includes an initial Police Vetting check. Full details on eligibility are available at www.mod.police.uk
- If you are successful at the sift stage you will be invited to attend a 1-day assessment process consisting of a briefing, interview, fitness test and a written assessment.
- Successful applicants will then be guided through the rest of the recruitment process which includes a medical (with drug and alcohol test) and Police and National Security Vetting processes.
- References will also be requested from your current and/or previous employer.
- The process can take, in total, between 6-9 months.

I am currently serving in the Armed Forces. How does this affect my application in terms of the notice period I must give?

Members of the armed forces can still apply to join the MDP when in service. You would not be expected to resign or give notice until an offer of employment is ready. Most applicants from the armed forces get their notice period waived, so you are advised to speak to your Personnel Department to see if this could apply to you. The MDP will take into account any notice period when planning start dates.

FURTHER INFORMATION

Interested? Find out more: www.mod.police.uk



Mentoring

SSAFA expands mentoring service nationwide, providing support to all service leavers.

SSAFA, the Armed Forces charity is now rolling out their Mentoring Service to all members of the Armed Forces to assist with their transition period. Mentees reported a 35% reduction in isolation thanks to the service.

SSAFA is set to roll out its mentoring service to all personnel leaving the Armed Forces. The expansion comes after the successful trial at Catterick Garrison, following the initial launch of the service in 2014 which has provided support to 560 wounded, injured or sick individuals leaving the Forces, and their family members.

SSAFA established a mentoring programme in 2014 to support the transition of individuals returning from various theatres of operation who were, in some way, wounded, injured or sick (WIS) and, because of this, had been discharged from military service.

Since its inception in 2014, SSAFA's Mentoring Programme has mentored 560 individuals and their family members. The mentoring service provides holistic, one-to-one, face-to-face support through volunteer mentors for up to two years post service.

In January 2018, the charity expanded the Mentoring trial at Catterick to offer mentoring to include non-WIS personnel and their families. Since the trial's addition, the service has engaged with 65 extra service leavers - of which 27 have received one-to-one mentoring.

Mentees of the trial experienced a 31 per cent increase in feelings of happiness in themselves, a 35 per cent reduction in social isolation and more than 20 per cent improvement in their financial and housing stability.

Following the success of the trial at Catterick Garrison, the charity realised the need for Mentoring across the UK, with service being officially rolled out across the UK from 2 March 2020.

SSAFA, the Armed Forces charity is the UK's oldest national tri-service military charity and provides lifelong support to serving personnel, veterans and their families.

ssafa the Armed Forces charity

If you or someone you know would like to access Mentoring support, please visit ssafa.org.uk/mentoring or email mentoring@ssafa.org.uk for more information.

Case Study

JACK VALENTINE, SSAFA MENTEE

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

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.

Jack trained as a Seaman Specialist, he loved basic training and after passing out in February 2016 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 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, "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 has been meeting volunteer mentor, Darren Mayne, regularly since he returned to the North East following his medical discharge. Speaking of his mentor, Jack said:

"Darren is a legend. He has been absolutely brilliant - helping me with writing a CV and interview techniques. If I feel like I can't leave the house, he understands and will let me rearrange. We meet at a coffee shop and sit outside so my dog Chief can come too. I had left a lot of my old life behind when I signed up, so I had no stability when I came out the Navy."

"Having Darren as my mentor has been a massive help. Any help I have needed he has always known where to go and he's been so helpful while I have been applying for jobs. I find it easier to speak to someone separate from the rest of my life and he is just so easy to talk to. He has helped me get used to everyday life again and is a great listener. I could tell Darren anything."

With Darren's help Jack has recently found a new role in the security industry. Now, Jack has found himself somewhere to live, passed his driving test and taken in Dalmatian puppy Chief - now an important part of his life. ●



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



The training arm of Cerco IT

The Tec Train

Training and developing people to succeed. We do this by taking candidates with the best potential and train them to a high standard in both technical ability and customer service.



FREE 5 DAY I.T. VOCATIONAL TRAINING COURSE

We offer a **FREE** Fast Track I.T. Training Course to Ex-Forces who believe they are suited to begin a career as an I.T. Field Engineer.

All the courses are held at either our Head Office in Crewe, Cheshire, or at our Uxbridge Training Centre, just outside of London. They are facilitated by our training team who have over 20 years of IT experience between them.

Previous IT experience has never been a pre-requisite of ours provided candidates are able to pass a thorough evaluation process together with our intense 5 day practical training course. This model consistently produces candidates with a high level of motivation, dedication, technical ability and strong customer service focus.

Employers are constantly looking for high quality vocationally trained candidates to ensure they have the knowledge to do the job and to not just pass the exam. We are at the forefront of this type of training, working alongside our sister company Cerco IT Ltd to provide placements for successful candidates.

Other courses we provide:

- Cyber Security
- Certified Courses:
 - QA Level 1 Award in Health and Safety in the Workplace
 - QA Level 2 Award in Health and Safety in the Workplace
 - QA Level 2 Award in Principles of Manual Handling
 - QA Level 2 Award in Safe Moving and Handling

COURSES COMING SOON:

Office 365	First Aid at Work
Azure	Mental Health First Aid
	Fire Safety Awareness

INTERESTED?
THEN CONTACT US TODAY...

www.tec-train.co.uk
Email: enquiries@tec-train.co.uk



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.

Civil Nuclear Constabulary sites



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



ETER, DEFEND, DENY, RECOVER



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.

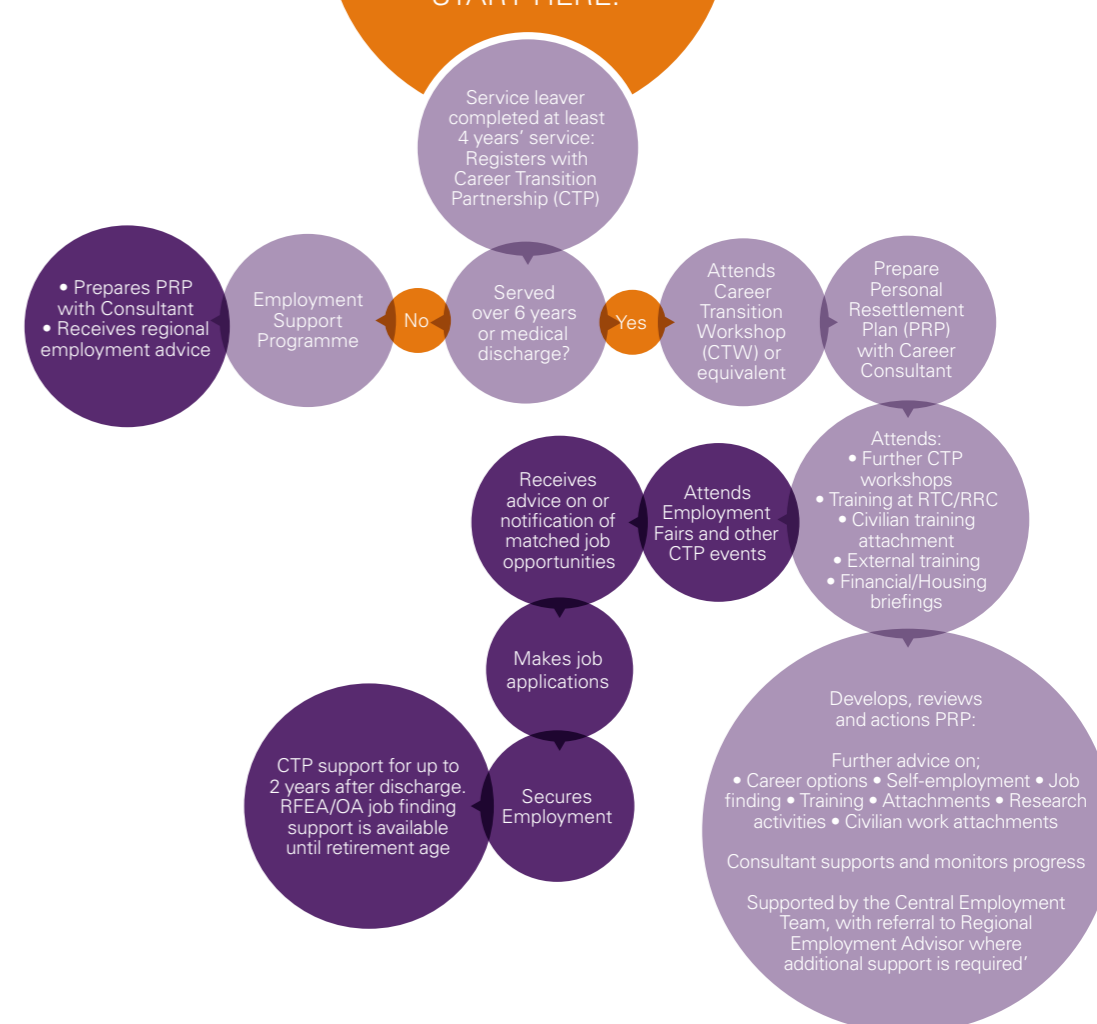
TRAINING

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

Derek Folds Success Story

BACKGROUND

Del Folds left the Royal Navy in late 2019 after 28 years, having reached the rank of Chief Petty Officer. Struggling with being away from his young family for extended periods of time, coming to the end of his engagement came at an opportune time for him.

Reflecting on his time in the forces, Del noted how the people he served with made the experience all the more enjoyable, providing a level of camaraderie that you don't find in other professions. During his training, Del received an engineering degree and believes that his qualification, combined

with his quality, safety and risk management skills, developed over the length of his Service, put him in good stead for civilian life.

RESETTLEMENT

As part of his resettlement, Del attended a CTP Career Transition Workshop (CTW) and says "I found the transferrable skills activities and CV writing aspects helpful". Understanding how the skills and experience he'd acquired during his Service suited the commercial world gave Del more confidence in his transition into civilian life.

Along with his attendance at external events, Del made use of

his base education centre and took part in European Computer Driving License and Project Manager courses; using the opportunity to up-skill himself and become more appealing to potential employers.

He also found the CTP website and MyPlan helpful in aiding his transition into a new career, explaining how it's a "good tool which most people fail to utilise properly." Using these supporting resources helped Del cover all bases when taking the next step in his career.

However, the most "invaluable" resource available to Del was his CTP Career Consultant. He explains how "My CTP Career Consultant was significant in my search for a new job. She was always on hand and gave me a lot of confidence in my ability to apply for things that I thought were beyond me."

OUTCOME

Del now works as a Quality and Product Assurance Manager at Goonhilly Earth Station LTD. After seeing the role advertised on the company site, he took everything he'd learned during his resettlement process and applied for the job.

Despite finding the first interview daunting, his first in 28 years, Del was able to secure a second stage interview and beat two other fellow Service men with similar backgrounds to land the position. He mentions how he "took a conscious decision to talk as if I already worked for the company, which apparently went down well as I was offered the role within the week."

"Many of the soft skills I acquired during my time in the Royal Navy come in handy every day. Good

Good people skills, turning up on time and dressing appropriately are things many servicemen and women will take for granted but are really respected in the commercial world.

people skills, turning up on time and dressing appropriately are things many Service men and women will take for granted but are really respected in the commercial world. A can-do professional work ethic goes a long way as well."

On a side note, Del highlights how "it's also important to remember that you're not in the military anymore and neither are the people who work with and for you."

When asked about any obstacles he faced when starting his new job, Del cites the "change in tempo" as well as understanding "the fact you have to sometimes play the long game to get things done" as the main challenges he had to overcome when he first transitioned from a military to a civilian career. ●

ADVICE

As his closing words of advice to fellow Service leavers, Del explains how "the CTP workshop and Career Consultant are invaluable, and for the most part, underutilised by Service leavers. Don't wait for your last 3 months to start looking at your future employment. Take charge of your future and seize the opportunity to look for your dream job early."

If something great comes along, apply for early release. Alternatively, if it takes a while, remain secure in the knowledge that time is on your side, and you can keep looking with the help of CTP along the way."





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 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.

WHAT DO THE SAVA GRADUATES SAY?

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

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Sava
MAKING BUILDINGS BETTER

GOVERNMENT FULFILS PROMISE TO VETERANS WITH NEW RAILCARD

Military veterans to get cut-price train travel to help boost job prospects and bring them closer to family and friends.

Military veterans will get cut-price train travel to help boost job prospects and bring them closer to family and friends, with a new railcard on sale from Armistice Day, Transport Secretary Grant Shapps announced today (22 January 2020).

Available from Armistice Day this year, the railcard will extend discounted train travel to the more than 830,000 veterans not covered by existing discounts.

Joined by veterans at St Pancras railway station, the Transport Secretary and the Minister for Defence People and Veterans underlined the government's commitment to supporting former service personnel and recognised their service to the country.

The money-saving announcement, delivering on a manifesto commitment, forms part of the government's veterans strategy.

This action plan, which is also being launched today, outlines what government is doing to deliver more for our veterans and sets out holistic support for those who served, in areas including community and relationships, employment and skills, health and wellbeing, finance and debt, housing, and contact with the law. The strategy will be coordinated by the recently-established Office for Veterans Affairs. The government is also releasing its response for the consultation into the veterans strategy, which includes an action plan on how the Office for Veterans' Affairs will coordinate departments to help veterans over the next 2 years.

This railcard will help open up opportunities to veterans, whether through employment and retraining, or by strengthening links with friends and family. I believe that enabling former service personnel to travel more easily is the least we can do.

Public responses to the consultation underlined the need for a more coordinated approach to veterans support. Other key findings include a call to promote a positive perception of veterans and a need to increase awareness of the support already offered from across central and local government.

Transport Secretary Grant Shapps said: *Every part of society should honour the debt we owe those who've served our country. I'm proud that the Department for Transport, together with other government colleagues and the rail industry, is doing its bit.*

- **New railcard, available from Armistice Day this year, will help boost veterans' job prospects and strengthen family bonds through cheaper travel.**
- **Over 830,000 eligible for a third off their fares, saving veterans and their families hundreds of pounds a year.**
- **Discount forms part of government's new veterans strategy to support former servicemen and women.**

Cabinet Office Minister Oliver Dowden, who represents the Office for Veterans Affairs (OVA) in Cabinet said:

The Office for Veterans' Affairs was set up to get things done for our veterans. I am pleased to see that the OVA is already able to show it is achieving just this, working with the Department for Transport to deliver this railcard.

Our new action plan will help to make the UK the best place in the world for veterans. The Office for Veterans' Affairs will drive the plan from the heart of government, working to help veterans on jobs, housing and health, through better data and a more joined up approach.

Minister for Defence People and Veterans Johnny Mercer said: *Discounted train travel is a fantastic way to recognise those who have served this country, and the speed at which plans have been worked up shows how seriously we are taking our commitments to make the UK the best country in the world to be a veteran.*

The railcard is only the start though, and I'm clear we need to do more to look after the people who so selflessly put their lives on the line to look after us.

Now the action plan has been published, I look forward to continuing to drive forward this issue across government and the services we offer.

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



FCO SERVICES

Part of the Foreign and Commonwealth Office

YOUR JOB, BIGGER

We are FCO Services. As part of the Foreign and Commonwealth Office (FCO), we're a trusted global supplier of secure products and services – whether it's logistics or IT; construction or technical security – to UK and international government bodies. Our work is vital. It ranges from building and repairing embassies to securing government servers; from transporting government deliveries to translating for diplomats. It's work that protects our nation's interests all over the world.

Although we're civil servants working within government, we generate our income mainly by providing services for the rest of the FCO (our biggest customer), other government departments and friendly foreign governments. We control our own budgets and revenue, and we invest surplus funds back to grow our business and to feed into the FCO as our owner. It gives us the sense of purpose that comes with public sector work while being part of a commercially minded organisation.

WHAT YOU MIGHT DO

Over 1050 people work for us worldwide, delivering all kinds of projects. Our Project Delivery teams are at the heart of the action, whether that's rolling out secure WiFi in government buildings, restoring an 18th Century embassy, or delivering secure technology to the world's most isolated areas.

Right now, we're looking for Project Managers (PMs) who can make sure we deliver on time and on budget; people up for the challenge of high-profile, nationally

important work that involves watertight security and specialist expertise. For instance, our IT and Digital PMs work on services and systems that might move sensitive government data from legacy units to the Cloud, all without disrupting day-to-day work. Meanwhile, our construction projects might work with Seismic Engineers to earthquake-proof a seat of government.

It means huge variety. PMs could be working on a project to restore the roof of an historic building in Europe, then relocating an embassy into two floors of a modern skyscraper in Asia. That means having – or developing – a host of skills, processes and approaches. Then there's the variety that stems from working on projects in different regions. The legislation, weather conditions and logistics that affect a project in, say, Paris, won't be anything like considerations in Nepal.

But whether our PMs are focusing on sustainability, relationships, secure transportation of goods or any of the many aspects of a project, they're always managing customer expectations and effectively managing resources – from the first sketches to the final handshake.

WHY WORK FOR US?

It's not just because our work is extraordinarily important. Nor because our projects are so varied, complex and unusual. We offer even more on top of that.

Plenty of training and support

With everything from workshops to mentoring to digital courses, we offer extensive opportunities for you to own your own development and continuously grow. Specific options that help our PMs stay ahead of the curve include support to maintain qualifications like Prince2 and PMI, and to maintain their APM Continuing Professional Development commitment.

Exceptional working facilities

At our sites in Hanslope Park, near Milton Keynes, and central London, we've created working environments that offer exceptional facilities, wellbeing options and support networks. They include onsite nurseries, discounted gyms and fitness classes, and wellbeing rooms.

The chance to travel

We deliver 70% of our products and services to overseas customers, including embassies in 168 countries. Having said that, our IT and Digital PMs tend to do all their work in the UK, although they may well visit sites overseas to understand the big picture.

If you work in General or Construction Project Management, you'll usually visit your projects for a few days at a time. But unlike UK-based construction, you won't be able to pop over on the spur of the moment to check on progress. You'll need to keep a handle on it all, even at a distance.

A good work/life balance

We do our best work when we can balance our workload with our personal lives. So we offer everything from flexible working to family-friendly policies, and supportive paid and unpaid leave.

A welcoming, inclusive culture

We're creating a culture that appreciates us for who we are, supports us to do our best work and recognises us for the contribution we make. We're proud that, in 2018-19, we saw more representation from every cultural group. More equality. More promotions. And more colleagues than ever who felt they could be their whole selves.

Find out more about joining us in Project Delivery – or in any other area of our business – at fcoscareers.co.uk



MAKING THE MOVE from the military

Many of the people who work for us have military backgrounds. But why does FCOS feel like such a good fit? We talked to some of our Project Managers to find out.

Why did FCOS appeal to you?

"A military career offers variety, both in the job you do and the locations you work in. Coming to FCOS seemed like a natural fit, working across a wide global estate. Plus, you can explore a variety of job roles across various business areas."

How does your job as a Project Manager fit your military skills?

"Extremely well, particularly when it comes to leadership and managing stakeholders. You learn both these skills in the military – often on live operations in locations where you need to understand local cultures and manage local stakeholders in the right way."

On top of that, the military is very operational, very delivery focused. Becoming a Project Manager makes sense because of the way you create a plan, then re-plan again and again to deliver. Plus there's the same focus on delivering tasks on time and to a high standard.

We're also used to an MOD/Government working environment, picking things up quickly and having a go, with great initiative. We look beyond the task and consider the wider picture. And we're used to working at pace, managing stress, and we tend to be confident and good communicators."

How similar is your work now to what you did in the Forces?

"So many tasks I took on in the military mirror those I take on here: technical planning, logistical planning, travel risk management, security clearance, scheduling, resource planning, report writing, chairing meetings, Health & Safety planning, and more."

I planned and delivered training and small construction projects both in the UK and abroad. This involved project management and leading teams. I also had a number of roles, mainly to do with Technical Protective Security Systems, for a variety of MOD customers. It's strikingly similar to my current role.

Of course, one big difference is, unlike in the military, you can't order someone to do something. You need to be persuasive."

Is there anything else that eases the transition?

"Normally, ex-military staff already have a level of security clearance so that can avoid delays in your application. More importantly, FCO Services has a solid structure and variety of business areas, which helps you transition from the rank structure and business areas of a regiment. That, plus the global work, offers continuity."

Leaving military life, becoming a civilian and taking up your first job can be daunting – but this organisation makes the whole process smoother."

Visit fcoscareers.co.uk to find out more about us and to apply for roles in Project Delivery or in any other area of our business. If we don't have the right role for you right now, sign up for email alerts and we'll be in touch as soon as something comes up.



Mission Motorsport

Mission Automotive initiative

If you've not yet heard of Mission Motorsport let me get you up to speed.

Launched at Thruxton Motor Circuit on 1st March 2012 in order to help those affected by military operations by engagement through sport, the charity recognised from the outset the astonishing inspirational and healing potential of sport. Motorsport is unique in that the disabled compete against the able bodied on a level playing field - there is no separate category for disability.

The Forces' Motorsport Charity, whose motto is "Race Retrain Recover" is MoD's competent authority for motor sport as a recovery activity, and is a Royal Foundation (the charitable trust of the Duke and Duchess of Cambridge) and Endeavour Fund supported initiative.

To date, and rising fast the charity have given over 5000 days of varied and exciting sporting opportunities. In excess of 2000 beneficiaries have come through Mission Motorsport. This output helps to access those 'harder to reach' and provide an exception piece of outreach giving much needed support where it's needed most.

From all of those coming to the charity, well over 2000 veterans, of which 170 are wounded, injured, or sick have found meaningful employment of which over 84% are still working to this day. Clear proof of the efficacy of Mission Motorsport.

Employing Armed Forces personnel is far from 'positive discrimination'. These firms have shown that by taking time to understand the CV's and

transferrable skills from the military a new and vibrant workforce is on hand to allow them to grow and succeed.

The Mission Automotive initiative events fall in line with the main charity. Disrupting, exciting, and full of beaming smiles and expanded knowledge.

February this year saw them take over the Wing building at Silverstone for the National Transition and Troops Track Day. Firms from across the Automotive industry came along to share their experiences with some 400 or so veterans and those in transition. This part filled the garages where the Formula 1 cars normally live. One of the favourite attendees was Forces Farming who bought a significant and very large tractor!

In addition to the automotive industry the was a significant support from wider industry through the likes of the Vets Program, a significant number from the construction industry, and wider financial services, consulting and communications.

In this mix was a fantastic team from LinkedIn. Their day was crammed full giving some awesome tips and guidance as to how best to use the platform. No pictures of you with in theatre holding weapons was one of the main tips.

If this wasn't enough the paddock was full of supercars of various types and persuasions giving passenger laps to attendees. There were a fleet of Tesla Performance models showing just how fast an EV can be, trust me it was fast and amazing! A fully race prepped Ferrari gave us a treat will both its speed and amazing exhaust sounds.

Sir Chris Hoy came along with a very cool Porsche showing his driving skills. That was one of the prime passenger experiences.

Sir Chris also took time to address attendees on his journey and how has transitioned from being a cyclist into something new and very different.

The Mission Automotive initiatives work within industry reaches far beyond hiring the obvious technicians. The



industry needs talent across all functions to succeed.

Sales, administration, finance, HR, training, and more besides. We cannot forget one of cornerstones of the military family, the spouse. Roles are open to all.

To support candidates, we ensure CV's are read by fully trained staff to ensure your talents and skills are fully recognised and understood. Inclusion is one of the core principles of our work. Mission Automotive staff

are on hand to work with the industry to keep the doors fully open and welcoming. Do not worry, apply with confidence.

The Mission Automotive initiative is breaking down barriers to allow you all to have access to a new and meaningful career in a growing and developing industry. We encourage you to apply.

Matthew Edwards, Senior Account Manager - Mission Automotive initiative

MOVING ONTO THE MISSION AUTOMOTIVE INITIATIVE

2019 saw an adventurous and bold step in a bid to disrupt and change the way veterans and the automotive industry engage. Mission Automotive is the Armed Forces engagement initiative for the UK automotive industry. It helps companies to access and retain ex-forces talent, and delivers sustainable and relevant employment opportunities for service leavers, veterans, and their spouses.

Mission Automotive is delivered by Mission Motorsport, the Forces' Motorsport Charity in partnership with the Royal Foundation of the Duke and Duchess of Cambridge and the Duke and Duchess of Sussex, and the Society of Motor Manufacturers and Traders, with the support of the Ministry of Defence.

To no surprise, the reaction has been incredible. In no time at all Mission Automotive has engaged with the likes of Toyota, Volvo, Tesla, BMW, Morgan, West Way Nissan, Morgan, AME Auto, Caterham, and more.

The initiative has to date delivered a bespoke assessment and training regime for Toyota technicians and is due to launch the same for Volvo and Tesla. This doesn't forget one of the most quintessential English car brands, Morgan who have embraced the initiative with open arms. ●



ANOTHER KEY MISSION AUTOMOTIVE MEMBER IS WEST WAY NISSAN

Tony Lewis, MD of Nissan West Way, the UK's largest Nissan dealer group. Mission Automotive member.

Tony is a former Army officer and father of Conrad Lewis a soldier in 3 Para who was sadly killed in action in Afghanistan.

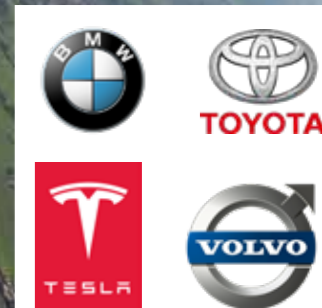
Why have you taken such an interest in employing people from the Armed Forces?

As a former Army Officer and father of a son, a soldier in 3 Para, sadly killed in Afghanistan in 2011, I have a deep understanding of the training and discipline of veterans.

We need our employees to be well trained, keen to retrain, to have great time management, be efficient, smart, follow complicated processes, deal with customers, and finish a job to the highest standard. Service personnel are trained to do this as a normal behaviour. In addition they are able to think on their feet and innovate around problems when they arise.

Even though it's nice to find a fully trained vehicle technician, we employ people for their ability to learn and give them all the training they need. Veterans are in the West Way business across many areas, sales, Regional Management, parts supply, and technicians. The skills they learn in the military make it a joy to train and work with them at West Way Nissan.

More than this, we actively recruit and encourage team members to become Reservists and have a policy through the Armed Forces Covenant to allow additional leave to undertake their Reserve training and potential deployments.



CASE STUDY Layla Leach - Partner of MM beneficiary Lionel O'Connor

"I have my husband back and the kids have their father".

Lionel wouldn't leave the house, had no goals, felt frustrated, angry and useless. His time was spent at home on the sofa playing games getting worse and worse. Mission Motorsport have shown him he is still able to do things he thought he never would and has learned so many new skills.

Armed Forces Day

celebrates
its 12th year

Scarborough gets ready to lead the nation in recognising the contribution of our Armed Forces.

Lunched in 2009, Armed Forces Day is celebrating its 12th year with events across the UK. This year, Armed Forces Day is on Saturday 27 June.

With its origins in Veterans Day (an event held since 2006), Armed Forces Day is a chance for the British public to show support for the men and women who make up the Armed Forces community: from currently serving troops to Service families, veterans and cadets. There are many ways for people, communities and organisations across the country to show their support and get involved www.armedforcesday.org.uk/get-involved, from attending an event to throwing a party or local event.



This year's national event will take place in Scarborough in North Yorkshire on Saturday 27 June. Celebrations begin on Monday 22 June when the Armed Forces Day flag is raised on buildings and famous landmarks around the country.

Reserves Day, www.armedforcesday.org.uk/reserves-day on 24 June, will also provide an important opportunity for the country to recognise our Reserve Forces.

Each year a different town or city has the honour of hosting the national event, becoming a focal point for the day with dozens of smaller events taking place locally across the UK.

THE NATIONAL EVENT

The national event in 2020 will be held in Scarborough in North Yorkshire. Scarborough celebrates Armed Forces Day each year, and will be going all-out for a spectacular national event this year!

On Saturday 27 June serving military personnel, veterans, cadets and bands will march along the famous Scarborough seafront to signal the start of the Armed Forces Day celebrations.

Following the parade, a range of activities will take place with a military village dedicated to all three services. In these areas a range of military equipment will be showcased ranging from static aircraft to a variety of armoured vehicles and more. Military demonstrations and displays will take place throughout the day with everything from fly pasts to combat drills and more to be announced.

WHY HOST SUCH A DAY IN SUPPORT OF OUR MEN AND WOMEN IN UNIFORM?

Showing support for the Armed Forces provides a much valued morale boost for troops and their families. The UK Armed Forces defend the UK and her interests 24 hours a day, 365 days a year. They are busy working around the world, promoting peace, delivering aid, tackling drug smugglers, providing security and fighting terrorism.

Armed Forces Day brings together people of all ages from all over the UK to publicly thank the members of our Armed Forces for their bravery, their dedication and sacrifices they make for every one of us on a daily basis.

But those who are currently serving are not the complete extent of the Armed Forces community that this day seeks to recognise. Cadets, veterans and reservists are also represented.

Our Armed Forces couldn't do their job without the incredible support of their family and friends, and Armed Forces Day rightly recognises their contribution.

Although this year's national event will take place in Salisbury, regional celebrations will also be held across the country, giving the public a chance to thank the Armed Forces for their contribution to the nation.

RESERVES DAY

There will also be events in the week leading up to Armed Forces Day, most notably Reserves Day on Wednesday 24 June. The Reserve Forces make up approximately one sixth of our Armed Forces personnel and as such are integral to protecting the nation's security at home and overseas, particularly in providing capability in specialist areas such as medical and cybersecurity.



However, the contribution they make to our Armed Forces often goes unrecognised. As such an annual Reserves Day was created to highlight and recognise the valuable contribution Reservists make to our Armed Forces.

GET INVOLVED

People, communities and organisations across the country will be coming together to show their support. You too can get involved www.armedforcesday.org.uk/get-involved by attending an event or hosting your own. ●

- Salute Our Forces www.armedforcesday.org.uk/get-involved/saluteourforces
Post a tribute to the Armed Forces community by sending us a photo or video of you, your friends or family saluting on Twitter, Facebook or Instagram with the hashtag #SaluteOurForces.
- Follow us and spread the word on Twitter, [www.twitter.com/armedforcesday](https://twitter.com/armedforcesday) Facebook www.facebook.com/armedforcesday or Instagram www.instagram.com/ministryofdefence.



Find out more information about Armed Forces Day on the official site www.armedforcesday.org.uk



Former Royal Marine Commando
George Simms - BH Resident 96 Years Old

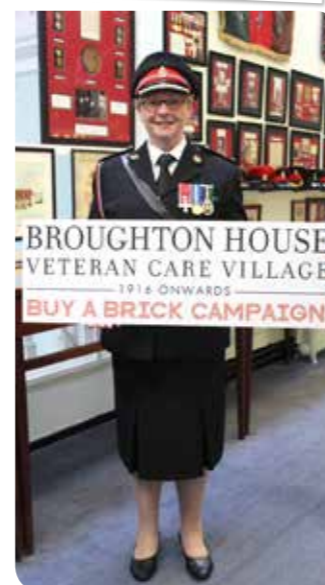


to those who have served more recently in Iraq and Afghanistan, the long-term major recruiting area of the North West means that their needs are here now, and will be for many years to come. And because of their varying years and degrees of suffering, their needs will vary too.

We are proud to announce the launch of the Broughton House – Veteran Care Village 'Buy a Brick Campaign', which aims to raise £1,000,000 to assist in generating the remaining funds required to build the UK's first Veteran Care Village.

The campaign allows individuals, schools, community groups and companies to join together in making a significant difference to the lives of our current and future residents. Our different giving levels allow everyone to support. Whatever you can give, big or small, will make all the difference to the veterans within our care.

Don't forget to Gift Aid it! You can boost your brick donation by 25% at no extra cost to yourself. As a registered Charity we can reclaim Gift Aid from the tax you pay and it doesn't cost you anything.



You can purchase a brick by visiting www.broughtonhouse.com/buy-a-brick ●

BROUGHTON HOUSE
VETERAN CARE VILLAGE
1916 ONWARDS
BUY A BRICK CAMPAIGN



Curtis Langdon - Sale Sharks, Antony Cotton - Coronation Street, Brian Wood MC and Sunday Times Best Selling Author

Broughton House

ABOUT US

Established in 1916 to provide treatment to the thousands of soldiers returning from the trenches of WW1, Broughton House has since evolved into a dedicated charity and nursing home for veterans living their remaining years amongst friends and a team committed to serving all those who served us.

OUR MISSION AND FUTURE VISION

To meet the ever changing needs of the entire armed forces community throughout every stage of their life. We believe that all veterans and their families should live with support, friendship and dignity.

OUR VISION

That all veterans and their families can live in the knowledge that support is on hand whenever they need it from the entire armed forces community.

OUR VALUES

Inclusive

We are committed to serving all those who have served us, regardless of their financial, physical, emotional, mental health and wellbeing needs.

Compassionate

We provide a holistic 'person-centred' service delivered by compassionate and caring staff who are committed to preserving and promoting dignity and pride amongst our service users.

Respectful

We respect, value and appreciate all those who benefit from Broughton House services, all those who make our work possible and the families and communities we work with in meeting our aims.

Professional

Our staff are trained to the highest standards, professional, compassionate and dedicated to veteran care at every level of the charity.

OUR FUTURE

Introducing the Broughton House Veteran Care Village

A TRINITY OF SERVICES

In order to become relevant to the growing demands of veterans of all ages, Broughton House has embarked on the creation of the first Veteran Care Village for the North West. Whilst ex-Servicemen and women vary in their ages from those who served in WW2

Boat Building Academy
Lyme Regis



40 week

Boat Building course

18' Donzi Deep V built by students as part of their training



12 week

Furniture Making & Advanced Furniture Making

Deck chair designed and made by Jon as part of his training



2 to 5 day

Short courses in boat building and woodworking

Have a look at our 2020 programme for a full list of courses on offer

Bursary assisted places are available

www.boatbuildingacademy.com

Lyme Regis Marine Centre
Monmouth Beach
Lyme Regis
Dorset DT7 3JN

✉ office@boatbuildingacademy.com

☎ +44(0) 1297 445545

🌐 www.boatbuildingacademy.com



The Boat Building Academy



If you've always wanted to learn a practical skill or make the leap from woodworking hobbyist to trained professional, The Boat Building Academy in Lyme Regis, Dorset has been training highly skilled boat builders and furniture makers for almost twenty-five years.

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. Students have the opportunity to build their own boat as part of their training.

Every course attracts students from all over the world, each with their own 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 and dedication to the training. Such a broad range of people means that in the workshop you might find school leavers working alongside retirees, or perhaps a computer specialist with little practical skills now managing a boat build with his or her team.

Every student comes away with the essential skills needed for today's changing marine industry. All are enrolled for the Diploma in Boat Building, Maintenance and Support, a City & Guilds Level 3 qualification.

Students can choose whether to opt out of the qualification if they feel it's not relevant to their desired outcome of the course.

In the same vein, each 12 week Furniture Making course guides eight novice woodworkers, who may not have ever picked up a chisel before, to the strenuous requirements of the industry. In

the latter part of the course, students produce a piece of furniture of their own design, exhibited to friends and family at the end of the course. The 12 week Advanced Furniture Making course has been specially tailored for people seeking further professional tuition and business guidance, with the aim of producing furniture to gallery standard.

For those who are unable to join us for longer periods, The Boat Building Academy runs a wide variety of 2 to 5 day short courses in boat building, woodworking and ancillary skills like marquetry, antique furniture restoration and a new workbench making course.

This year the Boat Building Academy has been granted



charity status – a pivotal moment in the Academy's history that will allow us to award bursary-assisted places on the 40 week Boat Building and 12 week Furniture Making courses. The scheme will help train the next generation of craftsmen who would not otherwise be able to come. Bursaries will be awarded to applicants who best meet the criteria, with an integral focus on those with a strong desire to work in the industry.

If you've ever wondered what happens behind the workshop doors, the Academy is holding an Open Day on Saturday 25th April 10-4. This is a fantastic opportunity to see the working environment of the Boat Building Academy and the work that is produced there.

Whatever your interest, there is a course for you at the Boat Building Academy.



For further information, head to www.boatbuildingacademy.com

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!



 **Alcoholics Anonymous**
OUR PRIMARY PURPOSE IS TO SEEK SOBRIETY AND HELP OTHERS TO ACHIEVE SOBRIETY

YOU DON'T HAVE TO LIVE HERE TO CALL US!

THE ONLY REQUIREMENT IS A DESIRE TO STOP DRINKING
0800 917 7650
GO ONLINE AT: alcoholics-anonymous.org.uk

Drinking on the Job...

AA is concerned solely with the personal recovery and continued sobriety of individual alcoholics who turn to the Fellowship for help.

AA experience has always been made available freely to all who sought it.

Do you want help with a drinking problem?

If alcohol is costing you more than money, then call us today in complete confidence on 0800 9177 650, or email us at help@alcoholics-anonymous.org.uk

“My 10 year old daughter succumbed to cancer....my drinking rocketed...I learnt to use drink to numb the pain. Then followed a dark period in my life...extended periods of diagnosed depression and marriage break up. I finally admitted to occupational health that I needed help – the response was supportive and nothing like I expected I was offered a place in re-hab, and introduced to Alcoholics Anonymous.

I am now approaching six years of continuous sobriety. I retired from the Police Service sober after 30 years' service and now work with others trying to recover from alcoholism”
Former Detective Inspector

“I had a good job, a wonderful family and home...but the lost days and lost peace of mind for my wife was a greater cost. I was a ‘functioning alcoholic’ - I worked well and professionally as a police officer, in several specialist roles and with promotions.

“I hid bottles around the house to drink when my wife was busy... The next morning was always a panic, to check that the bottles were still hidden.

“My rock bottom came after a weekend lost in four bottles of gin and the following morning I rang AA. I admitted to my wife and my two daughters that I was an alcoholic and they helped me get to my first meeting. I knew at the end of that meeting that I'd found the right place”.

Former Inspector

“My wife had left home; I'd been assaulted in the town centre a few days later and hadn't defended myself for the first time; my emotional life was becoming even more unmanageable. I was forced into accepting that I couldn't drink safely. Like a blinding glimpse of the obvious, the answer was ‘Don't Drink!’ How to do it? I became committed to AA...”

Former Superintendent

Living abroad

Some of you may be considering living abroad after retiring from the Armed Forces and may be worried about the impact of that decision on your pensions.

In this article, Mary Petley of the Forces Pension Society explores the pension-related issues you need to consider.



General information on taxation if you live abroad can be found at: www.gov.uk/tax-uk-income-live-abroad. Information on taxation in Canada is at www.hmrc.gov.uk/cnr/canada-individual.pdf and on taxation in Australia is at www.gov.uk/government/publications/australia-individual.

Firstly, Armed Forces pensions are claimed and paid in the same way no matter where you live. Once your pension is in payment, you will receive a Life Certificate every two years. It is important that you deal with it straight away because, if the form is not returned in accordance with the instructions on the form, your pension will stop!

Armed Forces pensions are normally taxable, and the default is that they are taxed in the UK, even if you are paying other tax abroad. If your pension is being taxed in UK, arm yourself with a copy of any Double Taxation Agreement which exists between the UK and the country in which you are going to live. These are easily found – simply search the internet for “double taxation agreement” plus the country concerned and you should find a link to the part of the government website on which they are held. Once you have it, make sure your accountant is aware of it and experienced at dealing with ex-pats, or you could still end up being taxed twice!

There are some places to which you can emigrate and choose to have your pension taxed under the local tax regime – e.g. Nepal or the Channel Islands. There are others and information on this can be found on the HMRC website.

There are also countries where the default does not apply – e.g. Australia and Canada. If you are going to live in such a country, you will need to claim exemption from UK taxation in order to avoid double taxation. Check the position regarding your chosen country of residence with HMRC to be certain about the prevailing tax regime. Wherever you are going to live, go armed with the latest

information - and remember that tax rules do not remain static!

Turning now to your State, or Old Age, Pension which is based on your National Insurance Contributions (NICs). Current State Pension rules require 35 years' worth of contributions to achieve your maximum entitlement. Those with less than 10 years' worth of contributions will have no entitlement. You will not have to pay NICs whilst living abroad but, if you do not, it is likely to affect your entitlement.

Your options are:

- To pay voluntary NICs from the outset;
- Start to pay voluntary contributions once you are sure that you will remain abroad and, later, buy back up to six years' worth of contributions to fill any gap which has occurred;
- Not to pay NICs and accept that you will receive only the proportion of the State Pension you have paid for rather than the whole.

Your State Pension will be paid to you gross (i.e. before tax) and you will have to declare it on your tax return. We recommend that, for the first year at least, you use a local tax accountant to help you submit your tax return. Getting the first year absolutely right and learning about the country's tax regime from an expert will put you in good stead going forward.

Once in payment, the State Pension will not necessarily rise annually as it would in the UK. For example, in Canada it does not rise but in the USA it does. The arrangements for ex-pats living in EU countries post-Brexit have yet to be established and, of course, we will keep members informed as to any changes that may arise. To learn more about NI and living abroad is available at www.gov.uk/national-insurance-if-you-go-abroad and, in light of the possible changes on the horizon, keep an eye out for information at www.gov.uk/state-pension



GUIDANCE WHEN YOU NEED IT MOST

FINALLY, A FEW CONTACT DETAILS TO KEEP HANDY

If you need to contact Veterans UK, their Enquiry Centre is open 7am – 7pm Monday to Friday. Telephone **0800 085 3600** (from UK) or **+44 141 224 3600** (from abroad). Email DBS-JPAC@dbspv.mod.uk. If you need to contact Equiniti Paymaster about issues to do with pension payments, changes to your bank account details or queries about your P60, their Communications

Centre is open 8am-6pm Monday to Friday. Telephone **0345 121 2514** (from UK) or **+44 1903 768625**. Fax **+44 1293 604010**. Email Veteransukpensions@equiniti.com - but they ask that you do not use email to notify them of changes in personal details. Reassuringly, they want to be sure that you are who you say you are before they make such changes – just ring them and have your Service Number and National Insurance Number handy.

If you are a Member of the Forces Pension Society and have pension-related questions, contact pensionenquiries@forpen.co.uk

If you are not a Member but would like to learn more about us, visit www.forcespensionsociety.org

Research reveals the 'invisible' needs of veterans in custody, their families and children

New research from Barnardo's provides a glimpse into the 'invisible' lives of the children and families of veterans in custody.

The charity was commissioned by the Forces in Mind Trust to assess their unique needs as part of a two year project.

This follows previous work by Barnardo's supporting children affected by parental offending and highlighting the importance of maintaining family relationships.

The new report identifies complicating factors for veterans such as a loss of identity and a

lack of holistic support services, and suggests early interventions, peer support and a family-based approach to prison work.

The findings and the recommendations will be shared at the official launch of the report in Birmingham on Monday 10 February which is due to be attended by police officers, charities and academics.

Barnardo's researcher Leonie Harvey-Rolfe said:

"Previous work has clearly demonstrated the importance of offenders maintaining family ties, and the impact of parental imprisonment on their children."

"This includes an increased risk of isolation, depression, bullying and truancy which can then affect their educational achievement and future prospects."

"However, the voices and experiences of children and families of veterans in custody have largely

been absent - which is why this research is so vitally important.

"It is apparent that prisons, military charities and peer support groups often don't collect information on dependants or family situations so this group is likely to remain invisible and their needs unmet."

"There is no doubt that more specialist support is needed."

The research reveals that many former military personnel don't identify as veterans because they think it only applies to those with long-service or active-service backgrounds.

Others fear revealing their past military careers could damage their relationship with their former units, or they view seeking support as an admission of weakness - which means many veterans don't seek help for themselves and their family until they reach a crisis.

Shame also plays a role. One prisoner said: *"I saw coming to*

prison as a failure so I didn't say I was a military veteran because that's a double-failure. I didn't say anything for a long time."

Key findings include:

- Family breakdown levels are high amongst the sample and often this separation has occurred before the father went into custody
- Mirroring the transition from military to civilian life, the greatest challenge is at the point of release from custody when transitioning back into the community
- When veterans and families do access support on offer, feedback is largely positive

Key recommendations include:

- Opportunities need to be developed to facilitate peer support for veterans, partners and children
- Consistent and funded veteran support services should be in operation across all prison estates
- One agency should take responsibility for overseeing and coordinating support for children of offenders before, during and after their parent is in custody

Leonie added: *"No matter who their parents are or what they've done, the child is entirely innocent and should not be left to suffer in silence."*

"What is needed is a change in systems and culture so that veterans, their partners and most importantly their children receive the right support at the right time."

"Only then can we truly start to improve the life chances of veterans and their families."

Air Vice-Marshal Ray Lock CBE, Chief Executive of Forces in Mind Trust, said: *"Until now, the impact on the children and families of Service personnel who are serving prison sentences has been poorly understood and under-researched. It is the role of charities such as ours and Barnardo's to work to ensure that those who are most vulnerable are given the necessary support to rebuild their lives. This study provides much-needed data on the unique needs of an almost invisible group, and FiMT calls for whatever action is necessary for the research recommendations to be acted upon"*.

Visit www.nicco.org.uk

FiMT
forces in mind trust
SUCCESSFUL SUSTAINABLE TRANSITION

Believe in children
Barnardo's





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Leaving the military and not sure what to do next?

Worried about leaving the military without any qualifications? Look no further.

Leaving the military can be daunting, regardless of how many years you have served or the reasons for moving on. For some leavers, particularly those with specific trades and qualifications, the move might be straightforward. For example, a military chef, clerk or mechanic may decide to go straight into a kitchen, office or garage but for others who want a change in direction or are worried that they may not have obvious skills or qualifications to go into the civilian workplace, here are some industry options to consider.

POLICE/FIRE/AMBULANCE/PRISON SERVICES

Military personnel can have a great deal to offer all emergency services, with firearms and first aid

experience, crisis management expertise, driving qualifications and a proven ability to deal with injured people and stressful situations as well as an understanding of a hierarchical rank structure with an ability to both give and receive orders.

All of the emergency services will provide on-the-job training, so do not necessarily require pre-existing qualifications.

SECURITY

There are many types of security work both in private and public sector, at home and abroad. People, homes, equipment, maritime and air assets are all areas which need security provision, and military personnel provide an ideal background for recruitment in this industry.

The scope for this type of work is massive. There are specialised companies who provide security and close protection for journalists



and media teams, celebrities, politicians as well as festivals and events requiring door staff who look favourably on those with military backgrounds.

PERSONAL/PHYSICAL TRAINING

Although this is an area which requires specialist qualifications, there are many opportunities for ex-military personnel with instructional experience within the fitness industry.

There has been a surge in popularity for 'Military style fitness' classes and some companies will provide training for ex-forces because military experience is considered a highly desirable trait within the industry.

As well as the traditional park and gym-based fitness classes there are also opportunities for employment as sports instructors so any outward-bound pursuits including climbing, orienteering, caving, sailing (plus many others) that you may have experienced or instructed on in the military are useful.

Currently there are openings for Educational Physical Trainers with RV1 Group Ltd and ex-military Training Instructors at Military Preparation College (MPCT) that prioritise military experience over PT qualifications.

MEDIA

Location managers, military advisors and logistics are just a few examples of work within the Film and TV industry that former service personnel have a lot to offer. Planning, attention to detail, time management, being able to get on well with people and keeping calm in a crisis are all critical skills for life on set that are run very much like a military operation and for which those with a military background are well suited.

Paul Biddiss (ex-Para) has gone on to forge an extremely successful career as a military adviser on films including 1917, Fury and Peterloo.

Journalism and politics are other fields which attract those who have served including Clive Lewis, Johnny Mercer, Penny Mordaunt, Martin Bell, Frank Gardner and even Winston Churchill. Campaign Force help to bring ex-military into public service and politics.

The Forces Media Academy offers a full-time one year Higher National Certificate (H.N.C) Creative Media Production Course for which the Royal British Legion provide veterans with a bursary of up to £15,000 towards living

TEACHING

There are many qualities that military personnel have that are needed in classrooms today. Leadership skills, discipline and the ability to inspire and motivate youngsters enables ex-forces to bring diversity to the learning environment.

There is a £40,000 government bursary (replacing 'Troops for Teachers' programme) that

encourages ex-serving personnel to retrain as teachers and prioritises places for service leavers. There are also unique job opportunities with the 'Teach First' charity and social enterprise which pays participants to work in disadvantaged schools while they qualify. 'Further Forces' also operate a scheme that helps to train ex-Forces to teach in STEM subjects.



© SAC Charlotte Hopkins/MOD / OGL v1.0

expenses. The course offers two work placements in media organisations such as Sky and ITV and past students have gone on to find careers in video production, location management and marketing.

HUMANITARIAN AND AID WORK

This is a diverse industry with a number of roles requiring backgrounds in certain fields including medical, engineering, construction, security, logistics and HR. Several traits prevalent in the Armed Forces community can be adapted for use within an NGO culture such as strong leadership, resilience, understanding and protecting the vulnerable.

There is no specific route into the industry and some organisations may expect volunteers to raise money before being offered a place on a charitable programme, but this kind of experience could then lead on to paid work.

Companies such as The Development Initiative (TDI) provide humanitarian and commercial mine clearance and training to both governmental and non-governmental departments in 'often inaccessible and hostile environments' and welcome applications from ex-military.

FORESTRY, HORTICULTURAL AND AGRICULTURAL WORK

Many who serve in the armed forces can't imagine a job being stuck behind a desk and the land-based sector has a wide selection of roles to offer ex-military personnel including floristry, game-keeping, farming, tree-surgery, landscaping and conservation.

Time management, problem-solving, early starts, team-work and a tremendous work ethic are all highly sought-after traits and skills veterans have to offer potential employers and although roles tend not to be particularly well-paid when first starting out, the industry can offer a good quality of life and job satisfaction and salaries will increase with experience and qualifications.

Charities like HighGround and career-consultancy Ruralink provide horticultural therapy, land-based employment advice, work placement opportunities, networking events and training to help ex-military move into the industry.

The above list is far from comprehensive but gives a range of areas where former members of the Armed Forces have found new opportunities when faced with life after service. ●

ARE YOU READY FOR YOUR NEXT CHALLENGE?

No matter whether you are serving overseas, have no previous qualifications or have never written an essay in your life - the OU is here to give you the support, skills and qualifications for your transition back into civilian life.

Get a qualification that matters.

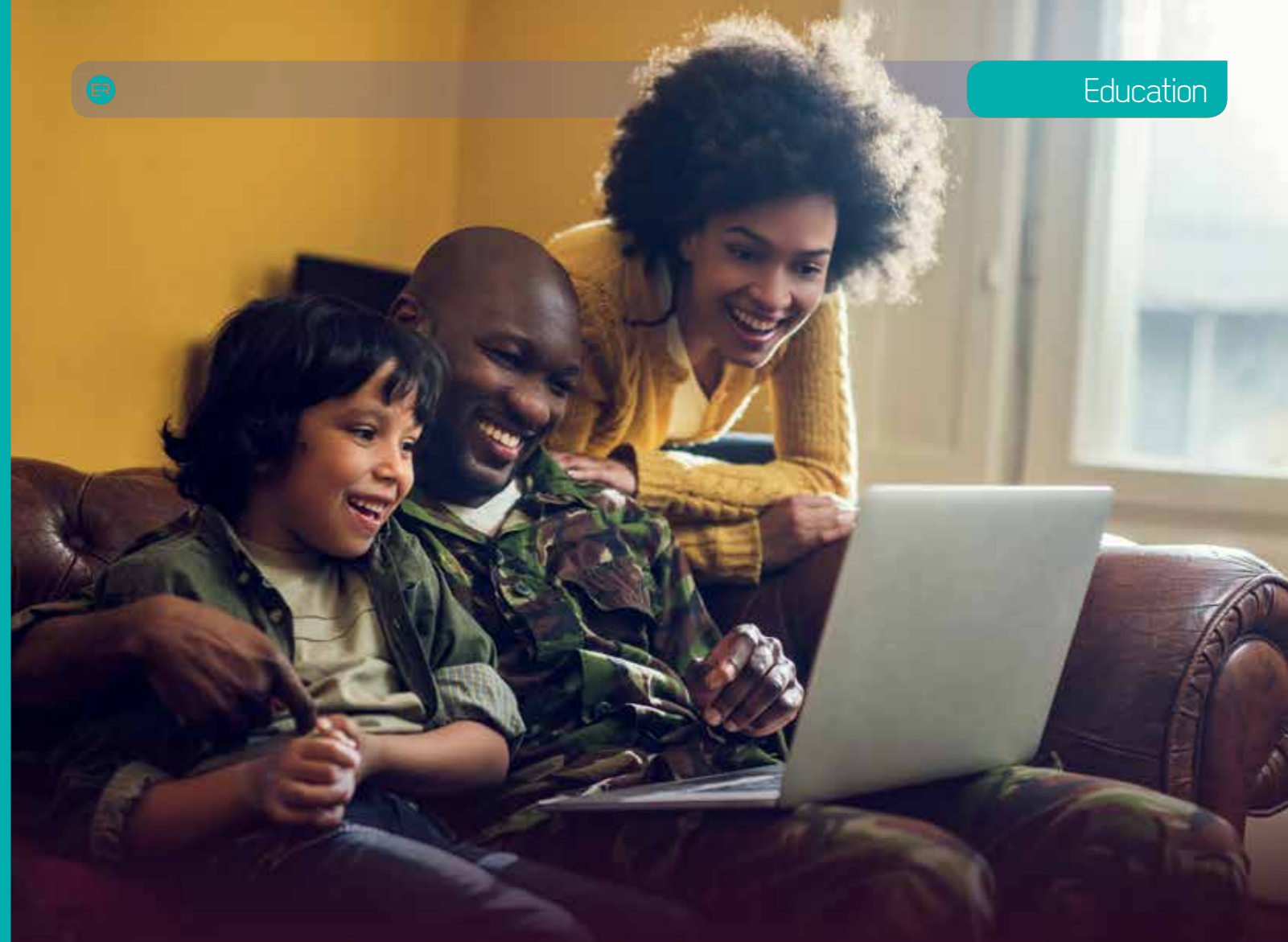


**TAKE CONTROL
OF YOUR CAREER:**

OPENUNIVERSITY.CO.UK/EASYRESETTLEMENT



The Open
University



Are you ready for your next challenge?

Civilian life doesn't
wait around -
neither should
your preparation.

Leaving the armed forces is a big step - one that's made all the easier with The Open University (OU). With flexible learning options, more than 200 qualifications to choose from and ELC funding available, you can start building a future that you've already earned.

STUDY WHILE DEPLOYED
Make the most of your remaining time in the forces by partnering with the most established distance learning provider out there. Our flexible learning options mean that you can study whenever, wherever and however you want - regardless of your previous qualifications or experience.

LIFELONG LEARNING
It doesn't matter whether your leaving date is in the diary or it's something that you're considering for the future. Our wide range of qualifications and courses support lifelong learning - keep you up-to-date, relevant and, importantly, employable.

EARN WHILE YOU LEARN
Use your Enhanced Learning Credits (ELC) to help contribute towards your qualification. Our partnership with the ELC scheme means that you can upskill, change careers and boost your earning potential, without worrying about prohibitive costs.

GET A QUALIFICATION THAT MATTERS
There's a reason that more than 1,500 service personnel are studying with us. With 50 years' experience, more than 400



module options and partnerships with companies across the world, you can achieve a respected qualification that makes the step back into civilian life interesting, worthwhile and successful.

**YOU'RE NOT ON
YOUR OWN WITH THE OU.**



Begin your next journey today by visiting openuniversity.co.uk/easyresettlement



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



EDUCATION & TRAINING
FOUNDATION

ARE YOU LEAVING THE FORCES? YOUR SKILLS AND KNOWLEDGE ARE OF REAL VALUE TO TECHNICAL EDUCATION, AND WE WILL HELP WITH YOUR TRANSITION. WITH FUNDING, TRAINING AND SUPPORT FROM FURTHER FORCES, YOU COULD TRAIN TO TEACH POST-16 STUDENTS IN FURTHER EDUCATION.



SERVICE LEAVER TO CLASSROOM LEADER GO FURTHER WITH FURTHER FORCES

ACCESS A FULLY FUNDED TEACHING QUALIFICATION, HELP TO FIND A JOB IN FURTHER EDUCATION AND SPECIALIST SUPPORT FOR YOUR TRANSITION INTO TEACHING



Further Forces

**ACCESS A FULLY FUNDED TEACHING QUALIFICATION,
HELP TO FIND A JOB IN FURTHER EDUCATION AND
SPECIALIST SUPPORT FOR YOUR TRANSITION INTO TEACHING.**

Are you planning on leaving the Armed Forces, or have left in the last five years?

If so, the Further Forces programme could be for you. Your knowledge and skills are of real value in Further Education. Your technical expertise could inspire students (all aged 16+), whether you want to teach electrical engineering, health and science or technology.

WHAT IS THE FURTHER FORCES PROGRAMME?

Further Forces supports anyone preparing to leave the Armed Forces (or who have left in the last 5 years) to become teachers in Further Education, where there is a great demand for people with technical expertise.

Every Service Leaver is provided with fully funded, high-quality training leading to a nationally recognised teaching

qualification. The teaching role is secured straight away and the training is provided 'on the job' during the first two years. You are also allocated a mentor to support your transition into teaching. Therefore, Further Forces can help you move to the next stage in your life and help the next generation gain valuable technical education.

LAST OPPORTUNITY TO APPLY

Potential recruits have until the end of March 2020 to complete their induction, orientation and programme registration. This will allow them to begin Initial Teacher Education training before, or at the latest by, 30 September 2020.

WHERE WOULD I TEACH?

This programme is designed to develop teachers and trainers for the FE sector, which is mainly for students aged 16 and over. There are FE institutions all over the country, and include general Further Education colleges, independent training companies and organisations who have substantial inhouse training programmes.

HOW WILL THE PROGRAMME WORK?

When you contact Further Forces, we will find out what skills and experience you have, and talk to you about what subject areas you are interested in. We will then begin you on your training.



In the meantime, FE providers, i.e. training provider or college, contact us with details of the technical vacancies they have. So we match up their needs with your skills. We then work with you to prepare you for interview so you can get the teaching post most suited to you.

Once in employment, you complete a two-year, part-time teacher training programme (either a CertEd or PGCE in Further Education and Training). You are supported by a subject-specialist mentor.

HOW MUCH WILL THIS COST?

There is no cost to you for undertaking this programme. The total cost of training, including mentor support, will be provided by the Education and Training Foundation and the Gatsby Charitable Foundation.

DO I NEED ANY PRIOR QUALIFICATIONS OR PREVIOUS TEACHING EXPERIENCE?

No. We are looking for people with technical knowledge and a desire to train/ teach. All training to become an effective trainer/teacher will be provided by the programme.



You are expected to have: – GCSE Mathematics and English Language at grade C or above, or equivalent (e.g. Literacy and Numeracy at Level 2). – Technical skills, sometimes referred to as professional competence (e.g. welding vehicle mechanics, bricklaying). – A willingness to undergo a DBS (criminal record) check which demonstrates you have no criminal convictions which would disqualify you from teaching i.e. those which would prevent you working with students aged under 18 or vulnerable adults.

Accreditation of prior learning can be applied for, and recent and relevant qualifications and experience assessed and accredited.

INSIGHT DAYS

Join us to find out more about Further Forces and explore what teaching in Further Education is all about and why it is right for you.

Friday 13 March,
Grimsby Institute

Monday 16 March,
HMP Bristol
(Prison Education service)

Wednesday 18 March,
Weston College

Thursday 19 March,
xeter College

Friday 20 March,
Norwich College

Tuesday 24 March,
National College for Nuclear Building (Northern Hub – Lakes College west Cumbria)

COME ALONG TO FIND OUT MORE ABOUT FURTHER FORCES:

- Find out about life at a Further Education College and how different it is to school.
- Meet and chat with students and teachers.
- Discover how Further Forces helps the transition from Military to civilian work.
- Try your hand at practical skills that will give you a feel for teaching.
- And ask any questions you might have about our fully funded training, finding a teaching job and anything else you want to know.

FREE TO ATTEND

Book now: www.booking.etfoundation.co.uk/course/details/721
For more information call us on 0207 034 9978
www.furtherforces.org.uk

Delivered by:



Supported by:



A career in the Civil Service

You are getting ready to leave the Services and thinking about what to do next. Have you ever thought of joining the Civil Service? No?

Is it because you think civil servants are a bunch of pen pushers? That we sit around all day drinking tea? Let's see if I can help change your mind.

Across the Civil Service there are a wide range of jobs and professions and these include project managers, analysts, statisticians, lawyers, finance and Human Resources roles – all the typical roles that any government department or private sector company might have.

But there is so much more to the Civil Service – there are departments such as the Home Office and National Crime Agency who lead on reducing and preventing crime and ensuring people feel safe in their homes and communities. Others, such as the Department for Work and Pensions (DWP), are responsible for understanding and dealing with the causes of poverty rather than its symptoms

and encouraging people to work and making work pay.

But the civil service department with the widest range of roles is the Ministry of Defence (MOD). Think of a job and you will probably find it in the MOD. In addition to the typical jobs mentioned before we also have teachers, police, doctors, nurses, dentists, surveyors, architects, divers, range wardens, farriers, falconers, dog handlers, guards, pool attendants (yes really). I could go on, but I hope you get the idea – there is most likely a role for you.

Maybe you think applying for a job will be complicated – you've heard about those tedious application forms asking for 250 words against a list of competencies that don't really make sense to you. Do you wonder how you can tell people about your skills and experience? The Civil Service has changed the way we recruit. We use Success Profiles and they have

NEW
CAREER
START

five elements that we can use to help assess if you are suitable for our jobs. Depending on the job will depend on which elements are used and it's unlikely you would apply for a job that tests against all five elements.

But what are the five elements of Success Profiles?

- **Behaviours** – the actions and activities that people do which result in effective performance in a job.
- **Experience** – the knowledge or mastery of an activity or subject gained through involvement in or exposure to it.
- **Ability** – the aptitude or potential to perform to the required standard.
- **Technical** – the demonstration of specific professional skills, knowledge or qualifications.
- **Strengths** – the things we do regularly, do well and that motivate us.

Using Success Profiles helps us identify the right person for the job and enables us to meet our legal duty to appoint on merit based on a fair and open competition.

Being part of one of the three Services will have given you a great set of skills and experience which the Civil Service needs. We can offer you variety, in the roles that you do and where you will be based, training and professional development (including apprenticeships), flexible working, family leave and the opportunity to make a difference. The Civil Service aims to be the most inclusive employer by 2020 ensuring you can be yourself no

There is something for everyone; the opportunities are there for the taking!

Helen
Training Aircraft
Portfolio Manager

matter who you are, where you come from or how you think.

You have served your country protecting the security, independence and interests of our country at home and abroad and being part of the Civil Service, you can continue to make a difference to people's lives in the UK.

So, have I changed your mind? Have I persuaded you to think about joining the Civil Service and using your skills and experience to make a difference? If I have then you should consider signing up for an account on CS Jobs where all our jobs are advertised. There's also wealth of places where you can find out more about what we do and why it makes a real difference. Here are a few to get you started:

- **Civil Service Careers**
www.civil-service-careers.gov.uk/
- **Civil Service Careers MOD**
www.civil-service-careers.gov.uk/departments/working-for-the-ministry-of-defence/
- **LinkedIn (MOD)**
www.linkedin.com/company/uk-ministry-of-defence
- **Working for the Ministry of Defence**
www.gov.uk/government/organisations/ministry-of-defence/about/recruitment

If I haven't persuaded you to think of a career in the Civil Service, then I wish you all the best wherever you decide to work next. Remember you can always keep up to date on the latest developments in the Civil Service by following us @UKCivilService on Twitter, Facebook or Instagram. ●



Civil Service



ROY'S STORY

I joined the Army in 1970 and retired in 1994, I must admit I knew little of the Civil Service having spent a considerable amount of time serving in Germany. On my last posting and return to the UK I worked at the Royal School of Artillery in Larkhill and that was my first exposure to civilians working with the military. When I retired I got an 18 months contract with the MOD working in security, before moving to the private sector where I spent 7 years learning to become a civilian.

I wanted a change of direction and returning to the MOD seemed like coming home, I was of course attracted by the good terms and conditions of service; the ability to build a good second pension, generous annual leave allowance and flexible working. I joined as an Admin Officer and have so far progressed to Senior Executive Officer, working in a variety of roles dealing with Army Resourcing, Employee Relations and Human Resources. Like many of my work colleagues I am very proud to continue my relationship with and support to the Services, particularly with the Army which is still very much in my blood.

I have adapted to the challenge of civilian life finding the transition easy and I have been supported in my journey along the way by some really remarkable people that I have worked with and who share my values and commitment to the Services. So, would I recommend the Civil Service and MOD to colleagues leaving the service as a second career, absolutely – it offers a challenging career and of course, there are the great terms of service.

KATE'S STORY

When I was in uniform I worked alongside civilians but never really gave a thought to 'what' they were. It was only when I left the Service and was looking for another career (I wasn't interested in just a job) that I bumped into a military colleague I'd previously served with who told me about the Civil Service. She was in the process of making an application and suggested I investigate for myself. The application and recruitment process was quite straightforward and I was fortunate enough to receive an offer of a post in Human Resources.

Since then I've worked in a variety of civil service roles within Army, Air and at the centre of the Department in HOCS. Experience gained in my previous uniformed roles has been invaluable in supporting and advancing my civil service career (I've had 3 promotions) and it's great to still be part of the wider MOD 'family'. The MOD is a great place to work, it offers a huge variety of jobs, real promotion prospects, learning and development opportunities, and last but not least excellent terms and conditions of service. The saying goes that the grass is greener on the other side – well for me, this is the other side!





INTERNATIONAL FRANCHISE SHOW LONDON

3 & 4 April 2020 | ExCeL

Returning on the 3th and 4th April, 2020 at ExCeL London, thousands of entrepreneurs and business owners will get FREE access to over 200 exhibitors, 50 seminars, 1-2-1 personal advice, interactive features, expert guidance and more.

This is the only event of its kind in the UK to connect you with the largest selection of franchise brands, and equipped you with the knowledge you need to embark on your journey.

Our focus is on bringing you an even larger selection of British and International franchise brands under one roof; which is why this year we are focusing on strengthening our international connections, forming alliances with partners here in the UK and far beyond, and hosting the biggest and best franchise show the UK has ever seen.

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 [@FranchiseShowUK / InternationalFranchiseShow \(#IFS20\)](http://bit.ly/IFS20_Eventbrite)



Making the most of Franchise Exhibitions

Want to work for yourself, but not by yourself? Looking to invest in a franchise?

BUT THE REAL HARD WORK STARTS BEFORE YOU ARRIVE AT THE VENUE!

1) Plan and Target

The first thing you should do before attending a franchise exhibition is to plan!

At franchise exhibitions you'll find hundreds of brands ranging from fast food to cleaning franchises and everything in between – we suggest printing off the exhibitor list from the website and circling those brands that potentially interest you.

Research the exhibitors. Work out how much you need to earn, and how much you need to invest. Think about what you're good at, and what you're not. Remember that banks like franchising, so try and find out how much you could potentially borrow. Write a CV to bring to the show. Investing in a franchise is a two-way process. The franchisor needs to recruit the right candidate as much as you need to find the right opportunity – and a CV is a quick way to explain who you are.

Speak to someone first, this is a life changing decision.

2) Seek out opportunities

A lot of exhibitions offer a variety of extra features such as 1-2-1

appointments with industry experts, facilitated networking, master license matchmaking services, franchise zones or pavilions, and VIP areas. Check out all the features on offer and book in key ones in advance – we recommend at least two months prior to the show date to avoid disappointment.

3) Stay in the Loop

Follow the shows' social media accounts to keep up to date with speaker announcements, key information, new brands/sponsors and everything else you need to know. Exhibitions will usually release important information via social media channels, emails or via press releases. In order to be the first to know, make sure you follow key social media accounts or better still sign up to the newsletter.

4) Know Your Pitch

Prepare a 60 second pitch. Essentially sell yourself and network with, as many brands that fit your interest.

5) Prepare Questions

Formulate a checklist of what you want from a potential franchise. Use the checklist to branch off questions that meet these

requirements. Think of this as what you want work-wise. Are you happy working weekends and travelling to a variety of destinations, or are you profoundly destined to work in one location with a lucrative schedule that allows you to manage out of work commitments. Perhaps you have other aspirations...

Whatever you seek, be sure to have a set of questions ready that answer your checklist – don't be afraid to say 'no thanks' if the opportunity isn't right for you. Allow time to reflect, and if the opportunity confirms your ideal franchise also don't be afraid to proceed to the steps.

6) Attend Seminars, Clinics and Advice Zones

Expand your knowledge by attending free seminars, clinics and advice zones from some of the best-known experts in the industry. Gain inspiration from keynote speakers, motivation from franchise entrepreneurs, and broaden your horizons through advice workshops, you'll be driven to start-up your venture in no time!

7) Think!

Exhibitions of any kind can sometimes be quite overwhelming, especially if you're not set on a particular business area. With franchises ranging from under £10,000 to over £500,000 investing in

the right opportunity can be a daunting thought. Think about what your aspirations are. Where do you see yourself in 5 years' time? What are you hoping to achieve? And most importantly reflect on what drove you to consider franchising in the first place; was it a particular brand, or a bunch of companies that all have something in common.

Whatever your budget is, ensure you take ample amounts of breaks throughout the day to recap on the conversations you've had, and weigh-up the best franchise opportunity for you.

8) Embrace the Unknown

This one's a real curve ball! Maybe you've come across a brand, which you hadn't ever considered – don't act on impulse, be open-minded. Perhaps there's a brand that offers an exciting opportunity that fits your criteria, or maybe there's a new franchise that offers something new to market. Whatever it is, maintain and open mind, you might just be thrown a wildcard.

9) Allow Time

A no-brainer! Ensure you have given yourself enough time to visit prospects, don't leave anything to the last minute, factor in talks, seminars or any other features and plan your networking accordingly.

10) Make Notes

So, you've attended all these great talks, picked up lots of information and expanded your knowledge, your now ready to leap into the world of franchising, right? Maybe not... A few weeks after the show you've most likely forgot a lot of information gained at seminars or advice clinics. Bring a notepad and pen to scribble down key tips or interesting facts you learn. Even if you don't have a notepad or a pen, pick one up (trust me there'll be lots on stands!), and usually the show guide will give you some free space make notes.

Once the show is over and you have all the information you need, you've weighed up possible investments and have a pool of potential franchises – follow up. Call or email, to plan the next steps. Don't be alarmed if you're contacted for follow-ups too; franchisors will be keen to hear from interested candidates. Have your notes ready and discuss the next steps to becoming a franchisee with your perfect franchise.

For more info on the International Franchise Show 2019 event contact simon.chicken@comexpodium.com or register your free ticket at www.thefranchiseshow.co.uk.

The British Franchise Association

You may be considering joining a franchise as your next career move, which is great. The British Franchise Association are on hand to help you prepare to ask the right questions and make the right choice for you.



WHAT IS FRANCHISING?

Business format franchising is the granting of a license by one person (the franchisor) to another (the franchisee), which entitles the franchisee to trade under the trade mark/trade name of the franchisor. This agreement also allows franchisees to make use of a comprehensive training package, consisting of all of the necessary information to enable a previously untrained person to establish a business using the brands format with continued support from the franchisor.

WHO ARE THE BRITISH FRANCHISE ASSOCIATION?

The British Franchise Association (bfa) was established in 1977 and is the only voluntary self-accrediting body for the UK franchise sector. Its aim is to promote ethical franchising practice in the UK and help the industry develop credibility, influence and favourable circumstance for growth. It does this with a self-regulatory, standards based approach to membership of the association. In addition the bfa works to increase the awareness of ethical franchising by communicating with government, academia, the media and the UK public on what constitutes franchising best practice.

WHAT CONSTITUTES A 'GOOD' FRANCHISE?

Simply put, a 'good' franchise will protect the interests of their franchisees whilst supplying the agreed training and ongoing support for any franchisee trading under their proven business model. As franchising in the UK is unregulated, there are franchises around that fall short of any or all of these characteristics and this is why it is important for you to do your research before handing over any money or signing a legally binding contract.

All members of the bfa have undergone and passed the bfa's rigorous accreditation process. These brands then agree to abide by the bfa's rules of membership and periodic reaccreditation of their brand as standard. To complete this accreditation process, the bfa's accreditation team review the brands promotional materials, check they can evidence their financial projections, survey the franchisee network and check the franchise agreement with a bfa accredited legal advisor. This detailed process is designed to filter out the brands who do not meet the bfa's standards. As a result, brands do not always pass their accreditation the first time. The bfa then provide feedback on what changes or improvements need to be made

WHAT CHECKS SHOULD I MAKE BEFORE I JOIN A FRANCHISE?

What checks shouldn't you make should be the question! As mentioned before, prospective franchisees invest time and money into building a business under an already established brand; therefore it is important that they are comfortable that the brand is worthy of that commitment.

Check them out online: The World Wide Web is incredibly powerful tool to utilise when finding out more about a brand's reputation. With social media and customer reviews so easily accessible you are able to not only see whether a brand has developed a negative reputation for their franchise operation, but also whether their network of franchisees are helping to build a positive brand image through their customer service – after all who wants to join an operation with a network of franchisees that are damaging the brands reputation?

That being said, do bear in mind that there are always two sides to the story. Do bring any concerns raised during online research to the franchisors attention. They may have a good explanation for what you found or alternatively,

to meet these standards, thus enabling franchisors to improve their franchise offering for the benefit of their whole network.

Not being a member of the bfa does not mean that a franchise brand is not 'good'. bfa membership is voluntary and there can be a number of reasons that brands choose not to join membership. However, it is incredibly important when considering joining a franchise to complete your due diligence to ensure the brand is right for you before you commit – especially if the brand has not undergone bfa accreditation.

You can view a full list of bfa members on the bfa website here:
www.thebfa.org/members



www.easymresettlement.com



they could convince you that their brand is not where you want to place your trust and funds.

Ask them detailed questions:

To name a few: how long did the business operate before they franchised? How long have they been franchising? How many franchisees are currently operating? Have many franchises failed whilst trading under the brand? These can feel like tough questions to ask, however, it is incredibly important that you ask them. Firstly, you can find out a lot about a franchisor from how

transparent and forthcoming they are when answering these questions. Secondly, a 'good' franchisor will be selective about who they introduce into their network, being prepared with sensible and detailed questions proves commitment to the franchisor.

For more questions to ask a franchisor during your initial meetings, visit the bfa website and read 50 questions to ask a franchisor:
www.thebfa.org/join-a-franchise

Speak to existing franchisees:

This is a crucial step to check what training and ongoing support is

WHAT ARE THE BENEFITS OF JOINING A FRANCHISE?

There is no guarantee of success no matter what type of business you are starting. However, business churn rates in franchising are low at just 4.6%1, 1.6% of which accounts for retirement. Franchising has proven itself to be a fantastic route to self-employment and business ownership, with 44,2001 businesses in the UK owned by franchisees. More than half of these franchisees are reporting that their businesses are achieving an annual turnover of over £250,0001. Besides the financial rewards, franchised businesses are also creating jobs for their local communities, with 621,0001 people employed in franchising.

A great feature of franchising is that franchisees often do not need previous experience in the sector they are joining, this is because the franchisor will provide comprehensive training and ongoing support to help the franchisee build and grow their business. The flexibility of franchising is allowing a variety of motivated individuals the opportunity to own their own business, including mothers who are returning to work. The plethora of franchise opportunities available cover a variety of sectors and models. As a result, franchisees are able to decide whether they would like a business that requires a larger time commitment in exchange for greater financial rewards and opportunity for business growth, or whether they would like a more

flexible business that fits around their family commitments whilst still providing a fulfilling career.

The biggest benefit of all is that the business model has been proven. This means that the franchisor has traded under their model to test the model and calculate their financial projections. As a result, the franchisor will have learned from mistakes made in their own business, this enables them to provide training and support to ensure their franchisees can avoid repeating these mistakes. Use of a proven business model is also looked upon favourably by banks when they are considering lending to a prospective franchisee as opposed to an individual starting a private company.

WHAT DOES THE BFA OFFER TO HELP PROSPECTIVE FRANCHISEES MAKE THE RIGHT CHOICE?

There are a host of resources available on the bfa website designed to help franchisees prepare to make this big choice. The bfa have developed a free online course in association with Lloyd's Bank to help prospective franchisees build a strong foundation of knowledge. The Prospect Franchise Certificate is easily accessible, modular and can be completed at your own pace. At the end of the course, you will be able to print a certificate to show that you have taken the time to learn about franchising and what it could mean for you.

received once the franchise agreement has been signed. Don't be fooled into only speaking to the franchisors favourites, they should be willing to allow you to choose from a list of their franchisees which you would like to speak to. You may wish to ask to choose from lists of their top performers, average performers and under performers to determine how they support received is adapted to the requirements of their franchisee.

Request evidence of financial projections: It is inevitable that a brand will indicate to you how much money you can expect to make whilst trading under their model and brand. Before you trust these projections, request to see evidence that these have previously been met.

At this stage it is fairly common for a franchisor to ask for a refundable deposit before they reveal their financials to a prospect. This must be refundable and is usually refundable less any reasonable expenses. Reasonable expenses are genuine costs such as, paying a surveyor to scope out locations in your local territory, not administration charges

for answering your questions. This refundable deposit will be returned to you if you decide the proposition is not for you. If you decide to proceed to invest in the franchise, this will usually be deducted from the franchise fee you pay at the start.
Get the franchise agreement checked: The bfa can't stress enough how important it is not to skip this step. This legally binding document will form the basis of your business relationship for the duration of the contract. A single document that details both the franchisor and franchisee responsibilities, as well as what protections are in place to prevent you from being terminated from the network without cause.

For a full list of bfa accredited solicitors who specialise in franchising, visit the bfa website:
www.thebfa.org/members



ARE THERE ANY DISADVANTAGES TO JOINING A FRANCHISE?

Joining a franchise brand does not grant you a license to print money. Starting a new business requires an investment of time and money that should be expected. However, some prospective franchisees fall into the trap of joining a brand without doing much research and begin their journey with

unrealistic expectations. This is why bfa member brands are looked upon favourably by prospective franchisees, not only have they undergone a voluntary accreditation process, they have also committed to running an ethical operation and encourage franchisees to ask questions that will be answered with transparency before the agreement is final.



To find out more about joining a franchise, visit the bfa website: www.thebfa.org



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

ChipsAway
Scratches and scuffs won't dent your pocket

0800 980 5951
www.chipsaway.co.uk

From Serviceman to Snap-on man



Former soldier, David Hogg, had always wanted to be his own boss.

After leaving the army to start a family, a chance conversation with a family friend introduced him to Snap-on and the rest, as they say, is history! David launched his franchise in May 2015 and hasn't looked back since.

"I've always wanted two things; my own family and my own business. I'm incredibly proud that I've achieved both by the age of

32! My business is allowing me to build a future for my family whilst enjoying the sense of freedom and pride that comes with being your own boss. It's win-win."

Like so many young men and women, David left school with a handful of qualifications. Feeling like his options were limited, he joined the army just a few months later. As a member of the Royal Military Police, David worked tirelessly and was promoted to Corporal at the tender age of just twenty years old. Four years later, after a particularly difficult six-months in Afghanistan, David decided that the time was right to move on to pastures new.

"I'd just done six months in Helmand Province with the Paras. It was really tough. It brought home to me that I wanted to spend time with my family and have a family of my own. Once I'd decided to leave, I wanted to do it straight away because I wanted to get out while I was young enough to start a new career."

With the determination and self-discipline learnt during his time with the Royal Military Police, David felt sure he could succeed as his own boss. Adamant that he wanted to provide for his young family, the benefits of business ownership seemed obvious to David.

With his aspirations firmly in place, a chance conversation with a family friend set him on the road to becoming a Snap-on franchisee.

"One of my good friend's dad is a Sales Developer for Snap-on. We got talking about the thoughts I'd been having about starting a business and he suggested I take a look at the franchise. I didn't really know much about franchising until I talked to him, but the more I found out about the model and the support structure, the more I was sure it was the way to go rather than starting a business from scratch."

Snap-on is the world's number one professional tool brand. We are the leading global manufacturer and distributor of tools for the professional technician. Our franchisees deliver gold-standard, premium products to technicians up and down the country. Our fantastic business opportunity offers you the chance to be your own boss whilst being supported by our elite team of industry specialists.

Initially, David was concerned that his lack of experience in the tool trade may affect his ability to run a successful franchise but researching our training programme put his mind at rest: "The more I looked at the training programme, the more I realised that knowledge of tools wasn't crucial. Snap-on train you on all the products and provide the marketing materials. They've already identified your customer-base before you start so all Snap-on were asking for was an enthusiastic, hard-working, people person- I was confident I could deliver all three!"

To be certain that owning a franchise with Snap-on is right for new prospects, all potential franchisees get to go out on van rides with existing business owners. It was on these van rides that David began to see how friendly and supportive the Snap-on team were, and the camaraderie with customers reminded him of the friendships he'd had in the army. Confident and excited to start his own Snap-on journey, David signed his all-important franchise agreement and prepared for his training.



Snap-on tool show

On top of my weekly income, I bonus myself now, so if I do over £6k paid sales a week I pay myself a bonus.

Snap-on training starts with a week in Dallas in the US. Afterwards, new recruits are welcomed into the Snap-on family at our UK head office in Kettering. Here, new franchisees meet the staff who will support them on a daily basis and collect their very own custom-built mobile store! Training continues with a full week of on-van support out in the field. New franchisees are assigned to a dedicated franchise developer for the first 12 months who spends an additional 12 days on the road with them offering one-to-one support within the first four weeks.

"The training was hard but I really enjoyed it. As someone who had come from a regimented, and sometimes high-pressured, environment, I responded well to the style of training at Snap-on. It was very relevant to the job I would be doing and it set the standard for the level of customer service I wanted to offer my customers. We learnt about the tools, how to sell, features and benefits, systems, finance options, and IT. I learn quite quickly so I definitely picked it up well."

Now running a thriving Snap-on franchise, David feels the support and ongoing training offered by Snap-on Head Office is a real key to the success of his business: "It's really reassuring knowing that there is such a wealth of support available to you, all of the time. I've become fairly self-sufficient over the years, so I don't rely on the support team

Top 40 franchisees



as much as I used to, but there's always someone on the other end of the phone if I need it."

At Snap-on we understand that we're only ever going to be successful if our franchisees are! That's why we continue to invest millions in a global support programme that already boasts a staff ratio of 2:1 for every franchisee. From sales and marketing to product and technical knowledge; this programme is designed to help every franchisee build a profitable business.

David can now safely say he has the financial stability he always wanted and supporting his young family is his

priority. He takes great care to make sure he doesn't take his success for granted, and he now rewards himself with financial incentives to help profits continue to grow.

"On top of my weekly income, I bonus myself now, so if I do over £6k paid sales a week I pay myself a bonus. I'm building a future for my family, and working hard means I'm can afford to enjoy life without worrying about bills."

Not one to rest on his laurels, David's plans for the future include employing an assistant and even expanding into a second territory! "It's been hard work,

and I have to put in long hours to ensure the business is growing but with my background in the armed forces, running my own franchise suits my work ethic down to the ground. You can't expect results without hard work, and my business is doing well because of the effort I put in every day."

Although his business keeps him very busy, David still finds the time to spend with his wife, Michaela, whom he met the day after he left the army. They recently had a baby girl, and so he now has the family he always wanted. David enjoys socialising with his friends (although

he admits this happens a lot less now the little one is here!) and indulging in his passion for fitness.

Leaving the army with little-to-no idea of which direction his life was heading in was a frustrating time for David, and he wishes he'd found Snap-on sooner. In fact, the Snap-on business model has worked so well for him, he's keen to share the story of his success with others, who may find themselves in a similar situation upon leaving the armed services.

"A successful Snap-on franchisee needs to have drive, ambition, people skills and an appreciation for the level of camaraderie in the industry – it suited me to the ground. Provided you are prepared to work hard and remain focussed on your goals, there is no reason why you won't succeed with Snap-on and believe me, the potential for earnings is huge!"

If, like David, you want to take control of life on Civvy Street, text FRANCHISE to 07786 201 770 or visit www.snaponfranchise.co.uk to find out more about the Snap-on franchise opportunity. ●

Snap-on

Be your own boss: with a Snap-on Tools franchise

Snap-on is the world's number one professional tool brand. With over 90 years' experience, we are the leading global manufacturer and distributor of tools for the professional technician.

As a franchisee, you will own and run your own iconic showroom on wheels! We have over 430 franchisees who come from all walks of life - many joined us after leaving the armed forces. We provide training in all aspects of the business and work with you for life to ensure your success.

With Snap-on, you're never just a man in a van!

- ▶ Full training and lifetime support
- ▶ You keep 100% of your profits
- ▶ A family-feel community of likeminded people
- ▶ More time, more money and more freedom
- ▶ Help to buy scheme available

On average, our franchisee's sales to their customers are in excess of £6k per week.

Text FRANCHISE to 07786 201 770 or visit www.snaponfranchise.co.uk to find out more.

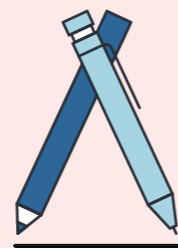


"I've been doing this for three years; I've got my own business making good money and supporting my family. The best thing for me is being my own boss: doing what I want, when I want and knowing we get the benefit of my hard work." Chris Ashton, Northallerton franchisee.

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.



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.



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.

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.

Claim Process to be Followed by Learners and Learning Providers

ONE. Learner identifies course of learning in liaison with Approved Learning Provider

TWO. Learner completes ELC Claim Form (form ELC 005.01)

THREE. Learner submits Claim Form (form ELC 005.01) to commanding Officer and Education Staff for approval

FOUR. Claim Form sent to ELCAS for processing or Authorised Education Officer processes claim online

FIVE. ELCAS checks eligibility of Learner to claim an ELC via ELCAS database or education Officer checks via online system

SIX. ELCAS or Education Officer process and approve Claim and sends Learner a CLAIM AUTHORISATION NOTE (CAN form ELC 005.02)

SEVEN. Learner books course of learning with the Learner Provider, pays 20% personal contribution/deposit and passes the CAN (form ELC 005.02) to the Learning Provider as authority to proceed

EIGHT. Learning Provider sends invoice addressed to Director General Financial Management Shared Service Centre to ELCAS (after course start date)

NINE. Within 15 working days of receiving an invoice ELCAS checks invoice against approved Claim record and passes to relevant MoD Budget Manager. The Budget Manager authorises the data and then passes on to the Director General Financial Management Shared Service Centre for Payment.

TEN. MoD Director General Financial Management Shared Service Centre makes payment to Learning Provider and issues a remittance. (Please note that once DGFM SSC received payment instruction it may take 30 days for payment to be made).

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%

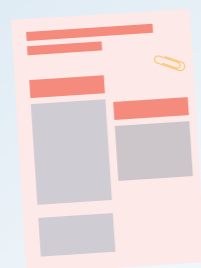


SIX.

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.

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,
Home Command
Ramillies Building, Army HQ
Monkton 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**. ●



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2. UPLOAD

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instantly.

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SecurityClearedJobs.com

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SC

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Defence
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CTC

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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.

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CONNECTING SERVICE LEAVERS WITH CIVILIAN CAREERS

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.

Currently, Morson Forces has in excess of 2,500 ex-military contract and permanent staff from the Royal Navy, Army and RAF, working across a variety of client projects in the UK and overseas. The Morson Group has been supporting the British military for more than 20 years, with our dedicated Morson Forces team comprising a number of ex-military personnel that possess a combined 70+ years' forces experience.

To support Forces candidates through their online recruitment journey, Morson has created a bespoke digital talent experience for ex-military personnel, through a dedicated microsite.

Upload your CV to www.morson.com/ex-military-jobs to join our Morson Forces community and benefit from tailored 'forces friendly' jobs, career advice and learn from candidates who have successfully transitioned to civilian roles.

**Morson.com/ex-military-jobs
[@MorsonGroup](https://twitter.com/MorsonGroup)**

