

ER

Spring 2025 **£Free**

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

magazine



THE FIREFLY SCHEME

The Maritime Reserves are a force of highly trained civilian volunteers. Who are readily available to support the Royal Navy. **P10**

BE MORE WITH THE ARMY CADETS

Interested in inspiring the next generation? Use your past, Inspire the future. Become an adult volunteer. **P17**

VETERANS INTO LOGISTICS

Veterans into Logistics are a non-profit organisation which has been recently formed to provide training and support. **P42**

THE ELC SCHEME

Promotes lifelong learning and financial support in an upfront payment amongst members of the Armed Forces. **P54**



GUIDANCE WHEN YOU NEED IT MOST

"The guidance provided by the FPS is invaluable in helping navigate the intricacies of forces pension schemes."

Wg Cdr, Chris

Join us. Job done.

This is just one quote from the huge number we receive every year from our Members – many from those in Resettlement. The fact is, it's never too late to influence what you receive when you leave. Even choosing the right time to go can make a significant difference to your pension income.

Many people join us when they reach Resettlement in order to be sure they've understood their options and made the best choices. The Forces Pension Society's expert Forces Pensions Consultants provide personal guidance, included in the membership subscription.

Once they've joined us, most stay with us for the long term. In this way, they keep abreast of changes in tax regimes and other decisions that might impact their income (like the McCloud Remedy). They also take advantage of the wide range of membership benefits the Society offers – many of which replace provisions made by the services.

So join us now and receive the guidance you need.

Visit: forcespensionsociety.org/join-now/

Membership for you and your spouse/partner is just **£47pa**. When you join us, you will have exclusive access to our Forces Pensions Consultants, our informative Members' Webinars and you'll receive our bi-annual e-newsletters and our magazine, Pennant.



IT PAYS TO UNDERSTAND YOUR PENSION

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THE **NUMBER ONE** ARMED FORCES RESETTLEMENT MAGAZINE



WWW.EASYRESETTLEMENT.COM/SUBSCRIPTION

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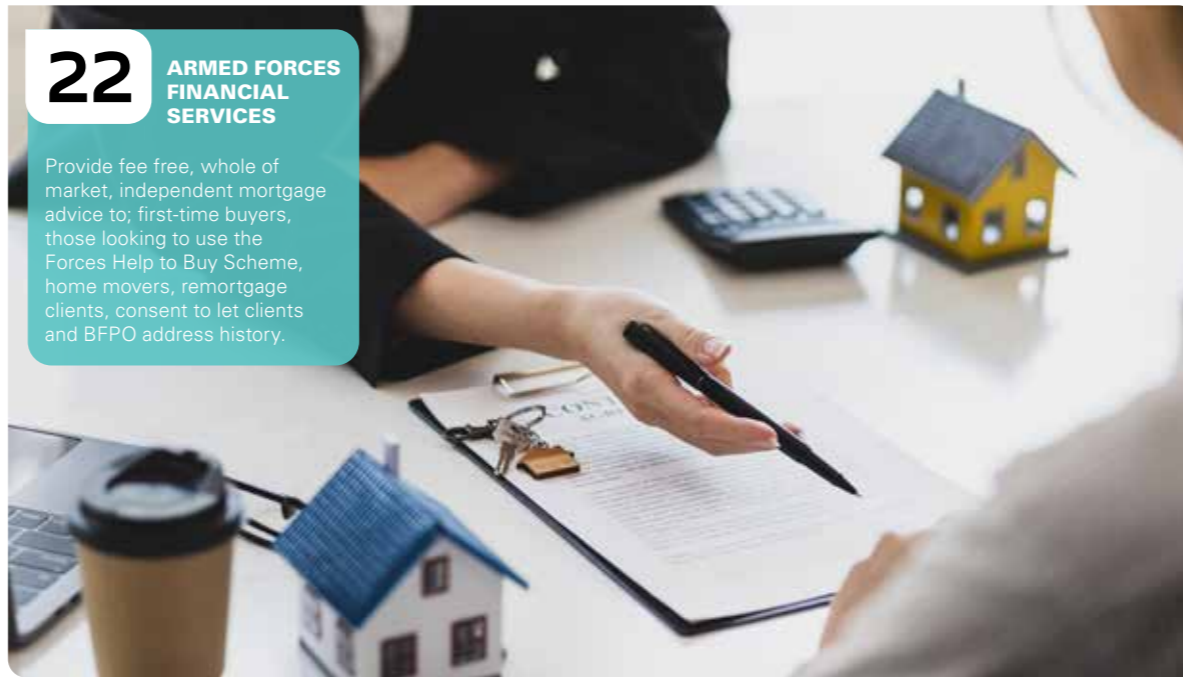
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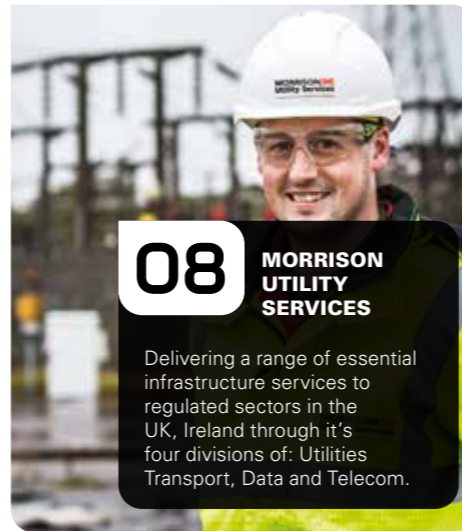
Provide fee free, whole of market, independent mortgage advice to; first-time buyers, those looking to use the Forces Help to Buy Scheme, home movers, remortgage clients, consent to let clients and BFPO address history.



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Get moving with Homereach



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Welcome...



Welcome to the Spring 2025 issue of Easy Resettlement Magazine...

As I settle in to my new role as Editor, I have to confess I have been excited about the passion and commitment companies are showing in offering opportunities to service leavers and veterans, which is inline with Easy Resettlement's sole aim, which is to help service personnel with their resettlement process, as well as assisting veterans wishing to find future roles of employment if they have not already done so.

The companies we regularly feature already see the value in employing service leavers and veterans, with many of them having already signed the armed forces covenant and being holders of the coveted Employer Recognition scheme awards. We also feature numerous resettlement training providers who offer a wide range of MOD approved training courses, as well as information from the British Franchise Association known as the

many of our readers may have already seen and spoken with the (CTP) Career Transition Partnership. We have attended their events for many years now and will attend as many of their 2025 events as possible, which enables us to speak to our readers and find out about your resettlement process and answer any questions you may have. So with that in mind we ask that when you engage with our advertisers, you also mention Easy Resettlement magazine when applying to any of the companies featured. If you have already been trained by, or found employment through any of our advertisers we would love to hear from you.

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

BFA, whose members recognise the value that service leavers and veterans bring to franchising. These transferable skills that you all possess are what every company are so keen to tap in to.

In addition to the above, we include information regarding your enhanced learning credits, also referred to as ELC funding. This can be found in the last few pages of each issue, explaining your entitlements and how to apply.

Many of our readers may have already seen and spoken with the (CTP) Career Transition Partnership. We have attended their events for many years now and will attend as many of their 2025 events as possible, which enables us to speak to our readers and find out about your resettlement process and answer any questions you may have.

So with that in mind we ask that when you engage with our advertisers, you also mention Easy Resettlement magazine when applying to any of the companies featured. If you have already been trained by, or found employment through any of our advertisers we would love to hear from you.

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

JAMES@EASYRESETTLEMENT.CO.UK

**PHILIPPA DAVENPORT
EASY RESETTLEMENT EDITOR**

The Defence Employer Recognition Scheme

The Defence Employer Recognition Scheme (ERS) encourages employers to support defence and inspire others to do the same.

The scheme encompasses bronze, silver and gold awards - see the requirements for each award below.

The ERS 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.

BRONZE AWARD

Bronze award holders:

- are self nominated by employers who pledge to support the armed forces, including existing or prospective employees who are members of the community
- must have signed the Armed Forces Covenant
- promote being armed forces-friendly and are open to employing reservists, armed forces veterans (including the wounded, injured and sick), cadet instructors and

- military spouses/partners
- receive an electronic certificate and logos to display on their website, stationery and other collateral

SILVER AWARD

Silver award holders:

- must have signed the Armed Forces Covenant
- the employer must have already stated their intent to be supportive by using the ERS website to register at the Bronze level
- the employer must proactively demonstrate that service personnel/armed forces community are not unfairly disadvantaged as part of their recruiting and selection processes
- the employer must actively ensure that their workforce is aware of their positive policies towards defence people issues. For example, an employer nominated for support to the Reserves must have an

internally publicised and positive HR policy on Reserves

- within the context of Reserves the employer must have demonstrated support to mobilisations or have a framework in place. They must demonstrate support to training by providing at least 5 days' additional unpaid/paid leave (wherever possible not to Reservist employees' financial disadvantage)
- the employer must not have been the subject of any negative PR or media activity
- within the context of Reserves the employer must have demonstrated support for mobilisation or have a framework to support mobilisations in place

GOLD AWARD

Gold award holders:

- must have signed the Armed Forces Covenant
- employers must have an existing relationship with their National Account Manager/REED/appropriate defence representative
- the employer must already be demonstrating support by holding a valid ERS Silver Award. Employers that do not hold a valid ERS Silver Award cannot progress to the Gold level
- the employer must proactively demonstrate their forces-friendly credentials as part of their recruiting and selection processes. Where possible, they should be engaged with Career Transition Partnership (CTP) in the recruitment of service leavers and have registered for the Forces Families Jobs (FFJ) portal
- the employer must actively ensure that their workforce is aware of their positive policies towards defence people issues. For example, an employer nominated for support to the



Reserves must have an internally publicised and positive human resources policy on Reserves

- the employer must be an exemplar within their market sector, advocating support to defence people issues to partner organisations, suppliers and customers with tangible positive results
- within the context of Reserves the employer must have demonstrated support to mobilisations or have a framework in place. They must provide at least 10 days' additional leave for training, fully paid, to the Reservist employee
- the employer must not have been the subject of any negative public relations or media activity
- the employer must actively encourage a positive

environment for Reservists by ensuring that positive policies in support of Reservists within the workforce are communicated to line managers

NOMINATION AND AWARD PROCESS

Employers can sign up themselves for each award.

Nominations will be validated to determine the level of defence personnel employment within the nominated organisation and to check that the organisation has signed the Armed Forces Covenant.

Once the nomination has been validated it will be considered by a selection board at national level for gold awards and regional level for silver awards. The selection boards will be a panel chaired by



a senior military officer and they will consider each nomination against the award criteria. Organisations selected for gold and silver awards will be formally notified in writing and invited to the relevant award event.



MORRISON Utility Services

A part of MGroupServices

Work with us

YOUR SKILLS | OUR COMPANY | THE PERFECT PARTNERSHIP



Morrison Utility Services is part of M Group Services. M Group Services delivers a range of essential infrastructure services to regulated sectors in the UK, Ireland through it's four divisions of: Utilities Transport, Data, Telecom.

Our utility division, Morrison Utility Services, is the UK's largest provider of essential infrastructure services through long-term framework agreements to the electricity, water, gas and telecom sectors across the UK & Ireland. Our workforce operates 24/7, in local communities to keep people connected, households and businesses warm, taps flowing and the lights on. You might not realise that, at some point, our work will have helped your day run smoothly.

DRIVING QUALITY DELIVERY AND SUSTAINABLE GROWTH FOR OUR CLIENTS AND OUR PEOPLE - DELIVERING WHAT WE PROMISE.

We are highly experienced in being able to deliver all the design, engineering and technical challenges involved in the utilities sector which then allows our clients to be able to concentrate on other aspects of their businesses.

We approach everything we do with a sense of responsibility. We recognise that through sustainable business practices we can meet our commitments to our clients, our people and the communities we work in while respecting and protecting the environment. Our award-winning corporate responsibility strategy puts our people at its heart.

Morrison Utility Services aims to be the employer of choice in the Utility Services sector. Our continued growth and success is creating opportunities for fulfilling and rewarding roles making the best use of our people's skills and expertise.

Our people are our most important asset and we provide training and development programmes which produce teams capable of offering the expertise and dependability our clients rely on. Our mission is to continuously add value either through incremental changes to our systems or via innovations which continuously improve the way we work.

We invest in training our people, developing leadership capabilities to create ambassadors not just employees. Through strong leadership, teamwork and mutual support we want our business to thrive on a happy, healthy and, most importantly, safe workforce.

Our continued growth and success creates excellent developmental opportunities alongside fulfilling and rewarding roles which make best use of our people's skills and expertise.

Morrison Utility Services is proud to support the UK Armed Services community including Veterans, Reservists and Wounded, Injured and Sick veterans. The skills and experience you'll have picked up in the Forces are easily transferable to the kind of work we do here. We share as a core value the safety of all our people.

We are actively engaged with The Career Transition Partnership and other ex-forces organisations to promote the Utilities sector as the next step for your career. Transition to a new career is often challenging but at Morrison Utility Services we have people across a range of occupations and locations that have already made the transition successfully with us and are just waiting to help you too.

The CTP reports that over 14,000 skilled and experienced people leave the services every year. We appreciate that investing time into train people is necessary, but we know that a successful career in the services is not possible without dedication and commitment and not being afraid of working hard.

If you decide to join us, we will make sure you receive a warm welcome through our effective recruitment, induction and on-boarding process. Our salary and benefits packages are market tested,

competitive and recognise the skills, experience and value of our people.

We will work with you to identify a plan for your training and development specific to your role. We support volunteering to develop broader skills.

Morrison Utility Services is building a company culture which takes pride in success and ownership of our shared responsibilities, we recognise that employee engagement of our people is critical and gained through trust, respect, recognition, consultation and flexibility.

We work hard to bring opportunities to all and believe that our workforce should be representative of the communities in which we operate.

We value and respect differences, ensuring that through well communicated and effective strategies we create environments which enable our people to flourish and grow as individuals in their chosen fields.

At Morrison Utility Services, everyone is treated with dignity and respect. We challenge and overcome obstacles and barriers to create inclusive environments and a diverse workforce and it is recognised that diversity and equality are critical to our success. We are committed to removing unconscious bias by constantly reviewing our activities, policies and practices. Education and Awareness is available to all and we strive to create positive work environments. We attract and retain a diverse workforce.

MORRISON Utility Services

A part of MGroupServices

If you want to make the best use of the skills you gained in the forces, are a team player with a strong work ethic, excellent communication skills and a desire to work with a highly customer centric organisation, then we want to hear from you. ●



The Firefly Scheme

From Regular to Maritime Reserves (MR)

- Firefly offers the Naval Service Leaver (those on the trained strength) and individuals who left Regular Service upto 24 Months post Release Date; the opportunity to transfer/join the Maritime Reserve (Royal Naval or Royal Marine Reserves) through swift, straightforward, 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 £1970).
- 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, Firefly has entered many 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 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 (upto 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 NAVYPEOPLE-CMRESFFMAILBOX@mod.gov.uk who look forward to hearing from you. •

THE FIREFLY SCHEME

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



NAVYPEOPLE-CMRESFFMAILBOX@mod.gov.uk

THE JOURNEY DOES NOT HAVE TO END!

The importance of Professional Registration in the Armed Forces

By incoming IET President, Air Marshal Sir Julian Young
KBE CB FREng CEng FIET

Professional Registration is increasingly important in the Armed Forces and plays a significant part in creating a competent and skilled work force across the UK. Qualifications and associated Continued Professional Development should help bridge the gap between military and civilian trades. Although simply being registered doesn't guarantee ex-military engineers a job, it could level the playing field and get someone an interview.

After a 40-year career in the Royal Air Force (RAF), I've always supported people developing themselves further through additional qualifications. The route often is through distance learning, which is hard work in a busy job. However, when you're dipping into academia and then back into the workplace, the first time you answer a question or write an essay, you are better in your role because you are instantly applying that new knowledge and thinking.

I led the team with the MOD and HM Treasury that helped the roll out of the Defence Engineer Registration Scheme (DERS) across different branches within the Armed Forces; the scheme demonstrates clear value in people. The streamlined application process is excellent, and the Professional Engineering Institutions (PEIs) that step forward and take on the work to translate military skills and experience into qualifications will benefit greatly from doing so. I'm proud to be a member of the IET, because when I started campaigning on professionalisation within the RAF some 15 years ago, it was the first PEI to offer a streamlined route to Chartered Engineer (CEng). The IET for me was the RAF's PEI of choice. Anything that can help streamline both the route of people into a PEI and the payment of fees is a positive.

As well as the DERS agreements, the IET is working hard to implement Central Payment Schemes in the Armed Forces. Having been successful with the RAF, with over 1,000 members Professionally Registered, we should be looking to roll Central Payment Schemes out for the other Services as widely as we can, including more companies in industry that already have had a lot of success with it. The IET welcomes engineers and technicians from all backgrounds; if you care about engineering in any or multiple sectors, the IET can be your professional home and has a unique position to fill. We need to be engaging with seniors and Fellows in all engineering organisations to promote the value in their people being Professionally Registered.

I'm looking forward to my term as IET President (2021-2022) and follow in the successful steps of all past Presidents. My specific area of focus will be to champion technicians and seek to facilitate the continued growth in their membership. I believe the majority of the 'missing 3 million' mentioned in Professor Uff's 2017 review of our engineering profession are technicians. We need to understand better what technicians are, what it means to be a technician and then offer them more through membership of the IET.



Continue your Professional Registration journey

When you become an Engineering Technician (EngTech), it demonstrates to your employers and clients that you have had your competence independently assessed, your credentials verified, and have made a commitment to Continuous Professional Development (CPD).



LIFE AFTER ENGINEERING TECHNICIAN (ENGTECH)

As you progress through your career and continue to build your competences as a Technician and Engineer, you can apply for more internationally recognised qualifications such as Incorporated Engineer (IEng) and Chartered Engineer (CEng).

Incorporated Engineers (IEng) maintain and manage applications of current and

developing technology, and may undertake engineering design, development, manufacture, construction, and operation.

Chartered Engineers (CEng) develop solutions to engineering problems using new or existing technologies, through innovation, creativity and change and/or they may have technical accountability for complex systems with significant levels of risk.

Benefits of Professional Registration:

- Use of internationally protected titles, e.g. Chartered Engineer (CEng)
- Recognition as a professional in your field
- Improved career opportunities and salary prospects
- Greater influence within your organisation
- Opportunities to connect with influential and inspirational people
- International recognition of your professional competence and commitment.

To find out information on how to apply for professional registration as a Chartered Engineer (CEng) or Incorporated Engineer (IEng). Please sign up and come along to one the IET's dedicated Account Managers open webinars to find out further details and continue your professional development.

To register, please follow the below link.
Presentation pre-register MOD - Mark Samson (jotform.com)

Find out more about professional registration schemes here:

theiet.org/armedforces-registration

To help make the transition back to civilian life as pain-free as possible, we also offer a range of membership benefits.

Find out more here:

theiet.org/service-leavers-support

Eat, sleep, engineer, repeat

How you can play your part in evolving our engineering landscape for all

Watch Julian's President's Address on-demand now at:

theiet.org/presidents-address



Ministry of Defence Police

Have you left, or are getting ready to leave, the Armed Forces? If you're considering which career path to take next, the Ministry of Defence Police could offer just what you're looking for...

With the opportunity to continue working in a role that supports national security and public safety, joining the Ministry of Defence Police (MDP) could be a great career transition for you. We value the skills and experiences that you will bring from your military career, and with the MDP you'll have lots of opportunities to learn and develop new skills too.

Whilst we don't offer a policing role where "blues and twos" scenarios will be a daily occurrence, what we do offer is a specialist policing role of national importance, with structured shift patterns, a good work-life balance, and a breadth of future opportunities to further specialise and progress in your policing career.

As an MDP New Recruit, you'll complete police training to be an Authorised Firearms Officer, and on station carry out static armed duties and patrols by foot and vehicle, within a

working environment with which you will be familiar. You'll provide a vital role in deterring threats and reassuring staff and members of the public in the surrounding area, whilst liaising with a range of policing and security partners, in and outside the wire. Interested? Excited?! Keep reading to find out more about who we are and what we do...

OUR COMMITMENT TO DIVERSITY AND INCLUSION

We value difference and recognise that great minds do not think alike. We're committed to creating an inclusive culture where you can bring your whole self to work, and individuality is truly appreciated.

Our inclusive culture is underpinned and supported by MDP LGBT+, Gender, Disability and Wellbeing (DAWN) and Race, Ethnicity and Cultural Heritage (REACH) staff networks.



KEY FACTS

Who - The Ministry of Defence Police, more commonly known as the MDP, serving Defence, US Visiting Forces, other UK Government Departments, and sites of critical importance, across the UK

Our purpose - Delivery of specialist policing, to protect the nation's defences and national infrastructure

Our people - A Force of around 2,800 police officers and 240 non-uniform civilian staff, from diverse backgrounds, proud to serve Defence and the communities in and around the sites we protect

Where - At locations across the UK, including Faslane and Coulport on the Clyde, the Atomic Weapons Establishment sites at Aldermaston and Burghfield, Portsmouth and Devonport Naval bases, US Visiting Forces bases, Defence munitions establishments and other Defence sites, including Defence HQ at Whitehall and establishments in North Yorkshire, Derby, Thurso, and Barrow-in-Furness

Our capabilities - Our officers are equipped to respond to a range of crime and security related threats and risks that require specialist and dedicated civilian policing capabilities. These include:

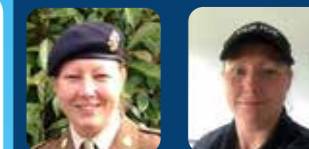
- Counter Terrorist Armed policing that meets national standards and contributes to the UK's strategic armed policing response to major incidents
- Nuclear policing, providing specialist armed policing services to support protection of the UK's strategic nuclear deterrent
- Specialist armed policing units
- Police dog teams, with search capabilities
- The largest Marine policing capability in the UK
- A Crime Command, focused

on combating the threat and risk of major fraud, theft, bribery, and corruption against Defence interests, with counter terrorism and extremism intelligence capabilities

- Protester removal teams
- Project Servator officers, deployed in uniform and plain clothes, specially trained to spot the tell-tale signs of terrorist and other criminal activity

BENEFITS

- Annual pay increases, linked to performance (including fitness and attendance)
- Location allowances payable at specific sites
- Principal Civil Service Pension Scheme that compares well with much of the private sector
- Flexible options and services to support your health, wellbeing and fitness including: the 24-hr Employee Assistance Programme helpline; Mental Health First Aiders; and access to gyms, fitness instructors and a Force Dietitian
- Opportunities to achieve nationally recognised qualifications from professional institutes



"For me the MDP offered a perfect career transition, where I could move into policing (something I had always wanted to do) whilst also working in an environment and armed protection security role with which I was, of course, very familiar... With my military background, the move into armed policing at Defence sites felt like a natural and comfortable progression in my working life."

Rachel, PC Authorised Firearms Officer

"Like the Army, the MDP is a team sport. I always enjoyed working as part of a team and I could see that the duties on station all required strong teamwork. The chance to explore different specialisms within the MDP was also of interest to me."

Ian, Armed Mobile Patrol PC



Read Sarah's, Ian's, and Rachel's stories at www.mod.police.uk



MORE INFORMATION

To find out more about what it takes to join MDP, and for up-to-date information on current and future vacancies visit www.mod.police.uk

Coming soon... You can also meet us at Career Transition Partnership 2022 Employment Fair events, at the following locations...

- South-West - 9 June
- Leeds - 22 September
- Southampton - 6 October
- Newark - 10 November

Visit www.ctp.org.uk for further details.



WHY JOIN MDP? WHAT OUR PEOPLE SAY...
Don't just take our word for it... here's what some of our officers had to say on their experiences of joining the MDP, following military service.



"Being part of the police family has the same sort of feeling of solidarity as I felt being part of the military..."

The sense of security and being able to settle down, that my role with the MDP has given me and my family, is great and I'm so glad to still be working in Defence too, where I feel that I really belong."

Sarah, PC Marine Unit Officer

Where could a career with the MDP take you?

The Ministry of Defence Police delivers a specialist armed policing service, to protect the nation's defences and national infrastructure.



From the Scottish Highlands to the South West coast, MDP officers serve at locations throughout the UK.

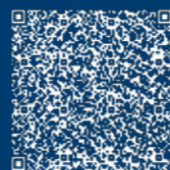
A diverse workforce is essential to our success and we welcome people from different backgrounds and experiences, who represent the communities we serve.



Join our Force with a difference



www.mod.police.uk



BE MORE

WITH THE

» ARMY CADETS «

Interested in inspiring the next generation?
USE YOUR PAST, INSPIRE THE FUTURE!



YOUR ARMED FORCES EXPERIENCE COULD UNLOCK TOMORROW'S POTENTIAL.

Leaving the Armed Forces and wondering what's next? The Army Cadets offers you the chance to keep making an impact - this time by shaping the future of Britain's youth. With your military background, you can inspire the next generation to push their boundaries, grow, and become the best version of themselves.

Our adult volunteers are at the heart of the action, guiding young people through unforgettable

experiences. No matter your background, your skills will be invaluable. And it's not just about them - we're here for your journey too. Whether you're still "green" at heart or interested in adventure, music, or sports, there's a place for you to thrive with us.

So, what are you waiting for? Volunteer today, change lives, and continue to grow alongside the next generation!

Empower the next generation with your skills and experience as a adult volunteer,
SHARE YOUR JOURNEY, INSPIRE YOUNG MINDS, AND MAKE A LASTING IMPACT.

OUR ACTIVITIES INCLUDE:

- ADVENTUROUS TRAINING » SHOOTING & WEAPON HANDLING »**
- OPPORTUNITIES FOR INTERNATIONAL EXCHANGES »**
- PROFESSIONAL & PERSONAL QUALIFICATIONS » MILITARY THEMED TRAINING »**
- DUKE OF EDINBURGH'S AWARD » FIELD CRAFT » MUSIC, PIPES & DRUMS » SPORTS »**
- COMMUNITY ENGAGEMENT » EXPEDITIONS » RADIO COMMUNICATIONS »**
- TRIPS & TRAINING WEEKENDS/CAMPS » LIFE-SAVING SKILLS (FIRST AID)**



What are you waiting for?
Join today and **BE MORE YOU**



ARMY CADETS »
GOING FURTHER

A NEW CHAPTER IN SERVICE

DISCOVER THE ARMY CADETS AS AN ADULT VOLUNTEER

After dedicating years to serving your country, the next step can seem overwhelming. Fortunately, Army Cadets UK offers a rewarding pathway for ex-service members to channel their skills, passion, and experience by becoming an adult volunteer. With a vibrant community, countless opportunities, and the chance to make a meaningful impact, joining the Army Cadets is a powerful way to continue serving while exploring new horizons.

Why the Army Cadets?

Army Cadets UK stands as one of the nation's largest youth organisations, inspiring thousands of young people to realise their potential. With over 74,000 cadets and more than 11,000 adult volunteers, the Army Cadets create an environment for young people to develop vital life skills, resilience, and self-discipline. Your skills and experience from your time in the Armed Forces will make a lasting impact. But it's not just the cadets who benefit.

For adult volunteers, the experience is an enriching journey, fostering camaraderie, honing leadership skills, and offering a profound sense of purpose beyond military service.

A Range of Exciting Activities on Offer

If you're looking for adventure and hands-on activities, Army Cadets UK delivers an experience that's hard to beat. As an adult volunteer, you'll guide young people through a range of outdoor pursuits that foster teamwork, confidence, and skill-building. Some of the thrilling activities you could be involved in include:

- **Fieldcraft and Navigation:** Teach cadets survival and navigation techniques, helping them become confident and self-reliant in the outdoors.
- **Adventure Training:** From mountain biking and climbing to kayaking and skiing, there's no shortage of adrenaline-fueled activities for both adult volunteers and cadets.
- **Shooting:** For those with a background in marksmanship, the Army Cadets offers opportunities to train young people in safe and responsible shooting practices.
- **Drill and Discipline:** Pass down your knowledge of military drill, instilling a sense of pride, attention to detail, and self-discipline in young cadets.
- **International Exchanges:** The opportunity to spread our awareness or make lasting memories abroad may come your way. We've been to places such as India, Cyprus, Kenya, Italy, Malta and many more!

These activities not only provide a challenging, fulfilling environment for adult volunteers but also serve as powerful tools for teaching young cadets valuable skills they can carry forward into their own lives. Your role as a mentor, guide, and trainer allows you to leave an indelible impact on the next generation, helping them develop a strong sense of character, determination, and resilience.

The Professional and Personal Benefits of Volunteering

Joining the Army Cadets as an adult volunteer isn't simply about giving back; it's about growing forward. The organisation provides a wealth of training programs that cater to both personal and professional development. As an adult volunteer, you'll have access to a range of accredited courses and qualifications that can be applied beyond your cadet career, from management and leadership programs to first aid and cyber.

"Joining the Army Cadets as an adult volunteer gave me a sense of purpose I didn't know I needed after leaving the Armed Forces." Former Soldier

Enhance Your Leadership Skills

Transitioning from a military environment into a civilian role often means that the same leadership skills you developed in the Armed Forces need to be adapted for new contexts. Army Cadet leadership training programs allow you to refine your leadership style, improving skills like communication, motivation, and conflict resolution. Working with young people can be incredibly rewarding yet challenging, requiring a different set of skills to effectively lead them. The Army Cadets' training not only helps you adapt but also strengthens these skills for future civilian roles, enhancing your CV.

Gain Recognised Qualifications

Army Cadets UK partners with recognised awarding bodies, offering adult volunteers the chance to earn qualifications that hold real value in the job market. Courses include leadership and management, first aid, cyber, and expedition leadership (alongside a whole host of other sporting and adventurous qualifications). Many of these courses are fully accredited and can be applied directly to civilian life, making the time you spend with the Army Cadets an investment in your future as well as theirs (cadets).

Build Life-Long Connections

One of the most profound benefits of volunteering with the Army Cadets is the sense of community. Many ex-service members miss the camaraderie and team spirit of military life. At the Army Cadets, you'll find a group of like-minded individuals who share similar experiences and values.

Flexibility and a Role That Fits You

We recognise that everyone's availability varies. The Army Cadets provides various roles and time commitments to suit your personal circumstances. Whether you have the time to commit a couple evenings a week, or can only volunteer on weekends, there's a role that can fit your schedule. This adaptability allows you to balance other aspects of your life while making a meaningful contribution.

From leading training sessions and outdoor activities to handling logistical tasks behind the scenes, there's no shortage of roles that play to different skill sets and interests. Some volunteers work as instructors, while others support with administration, events, and even fundraising. Whatever role you choose, you'll be an integral part of the team.

Making Memories That Last a Lifetime

While volunteering with the Army Cadets is a chance to give back, it's also an opportunity to gain something priceless: unforgettable experiences. From weekend camps and adventure training sessions to national competitions and international trips, the Army Cadets offers countless opportunities to create unparalleled memories.

Imagine leading a group of young cadets on an expedition, watching them grow in confidence and capability with every step. The thrill of seeing cadets overcome their fears on the climbing wall, knowing that your guidance helped them achieve something they never thought possible. These moments become part of your own story, a reminder that the spirit of service doesn't end when you leave the Armed Forces — it just takes on a new form.



"The friendships I've built, the skills I've gained, and the impact I've been able to make on these young people's lives are beyond anything I expected." Former Soldier

Joining is Simple and Rewarding

If you're interested in becoming an adult volunteer with the Army Cadets, the application process is straightforward. Volunteers need to be at least 18 years old and willing to undergo background checks, including a DBS check.

Once accepted, you'll receive a warm welcome and begin training with other new volunteers. From learning safeguarding practices to developing skills in leadership and outdoor training, the support network at Army Cadets UK ensures that every adult volunteer feels confident and capable in their new role.

Start a New Chapter with Army Cadets UK

Leaving the Armed Forces doesn't have to mean the end of your journey in service. Joining the Army Cadets as an adult volunteer allows you to continue making a difference, using your skills and experience to guide and inspire young people. It's a role that offers adventure, growth, and community — and it's a way to make memories and friendships that will last a lifetime.

So, why not turn the page and start a new chapter? Join the Army Cadets UK as an adult volunteer and discover how you can continue to serve, inspire, and grow in ways you never expected.

For more information on becoming an adult volunteer with Army Cadets UK, visit www.armycadets.com and start your journey today.



What are you waiting for?
Join today and **BE MORE YOU**



A pilot project that started with a little over 100 regular soldiers employed to provide physical armed and unarmed security to a select few bases. We have grown and today the MPGS employs just under 3000 regular service personnel as defence security specialists at just over 100 sites in the UK.

One of the many benefits that members of the MPGS enjoy is the stability of home life, a good work life balance. The ability to settle down in an area of their choosing without fear of a posting away from loved ones. We work under a Military Local Service Engagement contract, which means you can work at the same site for the rest of your career should you choose to do so. However, this will not limit your progression should you choose to embark upon a second promotional career. Personnel's children can settle into education and partners can start to lay roots in one particular area. The MPGS operate a standard 12.4 hour structured shift system of days and nights. Continuation is training conducted on one of the off shift days, once a month. MPGS are subject to and operate within the current Working Time Regulations aggregating a working week to 48 hours a week. So along with up to 30 days leave per financial year this allows for future planning - a year in advance. We enjoy most of the military service benefits such as provision of accommodation, free medical and dental services, along with adventure training opportunities, sports, associations, and clubs.

The Military Provost Guard Service

The Military Provost Guard Service (MPGS) stood up as a cap badge in 1997, in response to a defence review of armed guarding at mainland military units in the UK.



LCPL GREEN - RN THEN ARMY RESERVIST TO MPGS

When I left school at 16 years old, I decided to join the Royal Navy as the option of travelling the world whilst getting paid for it was very appealing at the time. It did not disappoint; I had some great runs ashore and met friends for life that I'm still very much in touch with.

After 6 years of Service my partner and I decided that we wanted to start a family. I wanted to be a full-time mum, so I made the decision to leave and went on to have two boys.

I got a part time job in retail when the boys went to school, the hours worked well as I would always be there to drop them off and pick them up from school. It wasn't very challenging though and I was quite

bored, so I knew it would not be my 'forever' job. In the meantime I joined the Army Reserves.

Unfortunately, I became, a single mum with two children to bring up which left me quite anxious about the future.

I heard about the MPGS through a friend. I got quite excited by the thought of the job because of all the benefits and it was like a snippet of my old life but still being there for my children (perfect). As I was already in the Reserves I was able to simply transfer over to the MPGS. I found the transition to be very quick once I put my papers in.

There was a military unit in my hometown so that was perfect, it meant that I had lots of support regarding childcare with family. This made working shifts a lot easier and I know my roster up to a year in advance as well as knowing I'm not going to deploy anywhere! The shift patterns also means I get plenty of quality time with my boys and the leave days per year is very appealing too as I can plan to be off in the school holidays and I don't feel like I miss out. The move to the MPGS meant that I was entitled to a married quarter, so that was a big weight off my mind knowing I had somewhere to go. The rent is very affordable, which has allowed me to save for a deposit for my own home.

I have been in the MPGS for a few years now and I've reached the age where I'm thirsty to start learning more. This job has lots of opportunities for you to do this and there is plenty of funding available too; bonus!! I picked up promotion last year and I feel my own personal development has come on leaps and bounds and I am excited about my future in the MPGS.

LCPL KOROTUKANA - ARMY TO MPGS

I initially joined the Army as a Royal Logistic Corps Supplier but after a demanding 12yrs decided to transfer to the MPGS. I now work at an "RAF unit" delivering physical security with an armed capability. The unit is one of the largest establishments in the UK with over 7,000 personnel living and working here and as such is a busy but interesting site with no two days ever the same.

I transferred to the MPGS because I wanted the ability of choosing a unit and location to serve at for the rest of my career but still having the benefits and advantages of service life. By joining the MPGS I was able to choose locations that benefited me and my family with the added bonus of housing, pension, promotion prospects, free medical and dental care.

Finally, on a personal note joining the MPGS was a great move for me and my family, working a structured shift pattern means I can now spend more quality time with them and would encourage other service personnel to look into it as a career option after leaving the Armed Forces.



PTE GURUNG - GURKHAS TO MPGS

I was born and raised in Nepal, educated in India, and always dreamt of joining the British Army. In 2002 I joined my unit in the Gurkhas.

During my 13 years of service I deployed on multiple Operations in Afghanistan, Bosnia Herzegovina and Kosovo. In 2015 I was unfortunately selected for redundancy on tranche 3 and so reluctantly had to leave.

Whilst in civvy street I worked in various jobs but always felt I was missing something, brotherhood, teamwork and the environment of being a soldier which I always thrived in.

As the saying goes "A leopard never changes its spots". I was never able to let go of my passion for being a soldier. In 2016 I decided to join the MPGS, "life is about choices; we are what we choose to be." My decision to join the MPGS has been second to none.

In the MPGS I have met lots of friendly and professional people from all services and cap badges which makes the job far more interesting and fun than you might think. There is a real sense of team ethos with lots of opportunity to promote and develop myself with courses, should I choose to. I have managed to utilise my days off to qualify as a gas engineer. For me the best part is the time off to be with family. I would like to emphasise that a job like MPGS is hard to find and I am lucky to grow old with my family beside me.



RECRUITING NOW

To be considered for a role in the MPGS our criteria for joining includes the following;

A minimum of 3 years prior military service in the regular or reserve forces, 3 SJARS of at least grade B-, a full driving licence with no more than 8 penalty points, be currently serving or left your previous service up to 10 years ago.

The MPGS are recruiting now for sites across the UK. If it's something you feel you may be interested in then please get in touch;

Email - ArmyPM-MPGS-Recruitment@mod.gov.uk
Search online "Join MPGS"
Social Media - Facebook "MPGS Recruitment"
Website -



"Custodem Custodire"

Guarding the Guardians

DID YOU KNOW

- Soldiers serve on a Military Local Service Engagement
- Retain full-time Regular status
- Entitlement to accommodation, free health and dental care
- MPGS recruits from all 3 services (service leavers, transferees and re-joiners), and Reserves
- MPGS service is pensionable and you can retain your immediate Pension
- Structured shift system throughout the year

MPGS | THE BRITISH ARMY

MILITARY PROVOST GUARD SERVICE



IN NUMBERS

Established 27 years ago
Strength 2900+

Guard 119
Locations across the UK 57

Serve until 60
Maximum age for joining 30
Days Annual Leave

Starting Salary £24,238

DEFENCE CONNECT

The MPGS group page contains links to all relevant documents on career, benefits, transfers and updates, (requires Defence Gateway login)



FACEBOOK

The Facebook MPGS Recruitment Group host live chats, post weekly vacancy lists, provide advice including posting Frequently Asked Questions

RECRUITING NOW

CONTACT THE MPGS RECRUITMENT TEAM



Armed Forces Financial Services



Personnel, Veterans & their families get on the property ladder. Many of those have gone on to use us again at remortgaging time or when they have moved house.

In addition to our mortgage advice & arrangement service we also provide Independent Insurance & Protection advice & arrangement

We support the Armed Forces Community by waiving our right to charge any fees.

WHAT SETS US APART FROM OTHER IFAS & MORTGAGE BROKERS

We are all ex-military, our unique insight into 'service life' means we understand your financial concerns better than many other financial advisers and mortgage brokers.

- We only provide advice to military personnel, veterans and their families.
- We are Directly Authorised Independent Financial Advisers, which means we do not have to work from a panel of lenders as many other mortgage or insurance brokers do.
- We work for YOU not a lender or insurer, and because we are directly authorised, we have access to ALL lenders and all of their deals, many of which are not available direct to the public
- We know which lenders accept the Forces Help to Buy Scheme, previous or current BFPO address history or the need for Immediate Consent to Let.

WHAT WE DO

We provide fee free, whole of market, independent mortgage advice to; first-time buyers, those looking to use the Forces Help to Buy Scheme, home movers, remortgage clients, consent to let clients and BFPO address history.

Over the years we have helped thousands of Armed Forces

- We have info that is often difficult to find, for example, lenders' credit and affordability criteria. So, we can gain speedy acceptance by matching you to the right deal the first time.
- We have access to the best Military insurance companies
- We're not just 9 to 5 - we know that given your postings and work commitments we can't operate traditional 'office hours' which is why we operate by email at times to suit you.

THINKING ABOUT BUYING A HOUSE, BUT NOT SURE WHAT'S INVOLVED?

Buying a house should be an exciting time, but as it's likely to be the most expensive decision you'll ever make, we understand it's also pretty daunting. Which is why, in our opinion it shouldn't be left to chance (or singing men or fluffy animals or other comparison sites!)

Stage 1 - know what you can borrow

It's a good idea to know how much you can borrow before you start looking at houses that may be outside of your budget. Provide AFFS with some basic details and we will establish how much you can borrow & how much it will cost.

As Directly Authorised Independent Financial Advisers we can use any lender. We won't charge you for our service.

Stage 2 - start looking

Now you know how much you can borrow, let AFFS know the likely purchase price based on homes you like (don't worry you don't need to have found 'the one' yet!)... Don't forget, you don't have to borrow the maximum amount available to you & in some cases it may be better not to!

We will use the figure you give to gain an agreement in principle with the lender best suited to your needs.

Stage 3 - find your dream home

Dream house found! When you find a property you like let AFFS know so the following can be checked:

- How long it has been on the market



- how much the current owner paid
- how much it is worth

Stage 4 - leave it to AFFS

- Once your offer has been accepted:
 - Retain a Solicitor (AFFS can recommend if required)
 - If you are using Forces Help to Buy - now is the time to apply on JPA
 - AFFS will complete the full mortgage application (don't worry we keep you updated throughout the process)
 - Lender will carry out the survey & issue the offer
 - Solicitor will carry out the legal work
- (Timescale is usually 8 - 12 weeks depending on the number of people in the chain)

Stage 5 - get insured

AFFS will then look at protecting your mortgage:

- We will carry out the same research & confirm the best Insurer for your needs then arrange this for you too
- We can also check for any other insurances you may need - don't worry, there won't be any 'hard sell'. If you think you need it, we'll find the best deal for you. If you don't want or need it, we won't!

THAT'S GREAT BUT I'VE ALREADY GOT A MORTGAGE. WHAT DO I NEED YOU FOR?

For existing fixed rate mortgage holders approaching the end of their fixed term, there are fundamentally two options, switching to a new rate with current lender or moving to an entirely new lender.

The important thing is that you avoid your lender's Standard Variable Rate (SVR). This is the interest rate your mortgage

automatically reverts to at the end of the fixed term. They currently range between 7 - 9%!

Whichever option you decide upon AFFS can sort this out for you. If you use our switching service we can reserve a new rate early with your current lender, which means you probably won't need to supply any supporting documents to the lender or have new credit / affordability check carried out.

If you want a new mortgage provider entirely, we can research the market and carry out the leg work for you in the same way we would for a new homeowner.

In either case it's a good idea to start the process approx. six months before your current rate is due to finish. If rates fall before the new deal starts, we can switch you to the new rate, hassle free.

There are other times you may want to remortgage:

- You want to borrow more for home improvements, debt consolidation etc
- You've lots of equity in your house and can get a better rate
- You want a holiday payment but your current provider won't let you
- You want a mortgage that combines savings and mortgage
- You want to borrow more and your current lender has said no



Whether you are looking to use the Forces Help to Buy Scheme, a home mover, or simply looking to remortgage we keep our processes as simple as possible. You fill in a couple of forms and send us copies of your documents and that's it. You can pretty much leave us to it! We'll work on your behalf as quickly and efficiently as possible while you carry on with your everyday life.

Visit www.affs.co.uk or drop us an email at info@affs.co.uk

IMPORTANT INFO YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.

Armed Forces Financial Services is a trading name of TIMC Independent Financial Advisers Limited which is authorised and regulated by the Financial Conduct Authority No 439451.



Career Opportunities for Armed Forces Personnel

Independent fee free Military Mortgage & Protection advice

Fee free independent, whole of market, mortgage & military protection advice exclusively for serving HM Forces, veterans & Forces families.

If you need advice on any of the following, please send an enquiry via info@affs.co.uk or visit www.affs.co.uk.

- Forces Help to Buy
- First time buyer mortgages
- Home mover mortgages
- Remortgages
- BFPO address history
- Consent to let
- Life insurance
- Serious illness cover
- Family protection cover

AFFS are members of the British Insurance Brokers Association (BIBA) & we are delighted to provide our services under "find a broker" service agreed by BIBA via the Armed Forces Covenant Agreement.



We are also Directly Authorised Independent Financial Advisers & all ex-military.



armed forces

FINANCIAL SERVICES

ESTABLISHED BY EX FORCES FOR THE FORCES

AFFS is a trading name of TIMC Independent Financial Advisers Limited which is authorised & regulated by the Financial Conduct Authority (439451)

YOUR HOME MAY BE REPOSSESSED IF YOU DO NOT KEEP UP REPAYMENTS ON YOUR MORTGAGE.

info@affs.co.uk or visit www.affs.co.uk

"Unite Veterans with their pensions" campaign appeal from Forces Pension Society Charitable Fund

The largest campaign appeal to date is being funded by the Forces Pension Society Charitable Fund (FPSCF), the charity arm of the Forces Pension Society (FPS).



It will involve a major advertising campaign in a wide spectrum of military media across all three services. The campaign theme is "Help us unite Veterans with their pensions."

This latest appeal is part of an ongoing campaign, begun by the FPS, which identified the fact that historically, around 2,000 preserved Armed Forces pensions go unclaimed each year. Currently there are almost 15,000 pensions that remain unclaimed, many involving significant sums of money. Pensions are not paid automatically. Veterans must apply to Veterans UK, using AFPS Form 8, or telephone 0800 085 3600.

In addition to seeking help from the military community to unite Veterans with their entitlements, the FPSCF, will campaign for a change in the rules, insisting the issue can be addressed via improvements to current practices. The charity will also encourage donations to help fund the programme.



Group Captain (Retired) Jonathan Wheeler OBE, Chairman of the FPSCF said:

"For most former service personnel, a pension makes a considerable difference. And it is only right the MoD pays Veterans the pensions to which they are entitled. To this end, we will seek the support of the military community in identifying those who should be united with their pension. That's why our campaign will reach across all three services

delivering our powerful message in large space sizes and directing people to dedicated web pages.

"Additionally, we will press for reform of the current arrangements whereby the application rules result in Veterans missing out. We believe change is consistent with the spirit of the Armed Forces Covenant."

FPSCF is the charitable arm of the FPS. The Charity supports the charitable work undertaken by the FPS and works with the War Widows and the Single Service Widow Associations, members of the Forces Pension Society or persons who served in the Armed Forces of the Crown (whether or not they were members of the Forces Pension Society) who are in need by virtue of financial hardship, sickness, disability or the effects of old age. The FPSCF is a charity registered with the Charity Commission, charity number 264524.



Scan this QR code to view our special Unclaimed Pensions Help page on the FPS website or visit www.forcespensionsociety.org/unclaimedpensions

As you transition from the military to civilian employment, you may be asked to make a presentation as part of the selection process – particularly if you're attending an assessment centre. And even for those of you who have plenty of previous experience in presenting, making sure to prepare properly and that you understand the key principles of presenting is essential to ensuring you're able to deliver an engaging account of yourself, in what can be a high-pressure situation.

SO HERE ARE 5 TIPS TO HELP YOU DELIVER AN IMPACTFUL PRESENTATION

Know your audience

First thing's first, you need to understand your audience's expectation and target your communication according to the level you're pitching to. If this is the first phase of the interview process, why not use your presentation to provide initial insight into who you are and what your experiences include. If the presentation is part of an assessment centre for final selection however, you might want to focus more on highlighting your key strengths and transferable skills – really showcasing yourself as the right candidate for the role.

Define a clear structure

Your presentation should always have a clearly defined structure, and deliver key messages in a way that your audience can follow. To do this, you'll first want to provide an overview detailing what they can expect to learn. Then, deliver the main body of the presentation with a compelling proposition, remembering just how much you have to offer a civilian employer. Finally, summarise your key points, ask if they have any questions and offer handouts to all attendees. This final step will really help prospective employers remember you when reflecting back on all candidates.

Practise, practise, practise

Once your presentation is structured and written, don't forget to practise it regularly. Whether that's in front of family and friends or recording yourself using your phone. Where possible, ask for feedback and incorporate it into your edits. While you don't have to memorise your presentation, you should run through it enough times so that you're comfortable with it and can easily recall the key points you want to make. The more familiar you are with the content, the more confident you'll appear on the day – and as the old saying goes, "confidence goes a long way".

4. Present yourself well

Delivering a great presentation starts with the basics. Dress smart, carry yourself with confidence and remember to smile – smiling is always a winner in interview situations. Body language is key, so be sure to stand tall and ensure nothing is in front of you as you give your presentation – making you the centre of attention. Speak confidently and clearly, and remember to make regular eye contact with each member of the audience. This will help draw each person in and guarantee that they're engaged with you the entire time.

5. Deliver your key messages in a memorable way

Finally, think about how you can grab the attention of your audience and aim to contextualise your points in a way that helps each audience member understand, relate to and remember key information. Whether you refer to a famous name - "I believe it was Sigmund Freud who once said..." - or utilise rhetorical questions - "Do you know what many older employees struggle with?"; connecting your presentation to the real world will help your audience retain your key points and remember you as being the best candidate for the role.

5 tips
to help you ace an interview presentation



Are you in Resettlement?
CTP has launched an exciting new platform full of helpful tools and resources!

The CTP is excited to launch a new enhancement of their resettlement support, to better help any Service leaver registered with them prepare for 'Civvy Street'. myCareerPath is an innovative career platform full of interactive and intuitive tools, designed to structure a learning pathway that supports your decision-making.

GETTING STARTED

Starting with a self-assessment or as the CTP like to call it, your 'Career Pulse', you'll be able to identify the areas where you are most – and least – confident when it comes to your career. Once you've received your Career Pulse report, you'll be able to utilise the learning programmes and career assessments within myCareerPath to build on your strengths and address any areas for development.

To help bridge these development gaps, myCareerPath provides access to hundreds of e-learning courses focussed on developing your career and workplace skills.

JOB SEARCHING

For those of you searching for employment, you'll find a fully-integrated job-search engine containing millions of jobs to help you find a new role. Alternatively, if you're already in a career and looking to progress, the business management, leadership and change programmes will help you enhance your prospects.

Also embedded within the platform is a CV builder, myCV, where you can upload an existing document or create a new one from scratch. From there it will be scored against more than 50 common ATS checks, and you'll then receive a personalised

report and feedback to help instantly improve your CV.

Finally, when you're invited to that all-important interview, whether in a brand-new organisation or for promotion, the Interview Simulator tool available through myCareerPath will help you practise and prepare – ensuring you're well equipped to make a great impression.

IN SUMMARY, MYCAREERPATH PROVIDES

- A wide variety of career assessments to better understand your motivations, preferences and values.
- Access to hundreds of e-learning courses focussed on career development and personal and workplace skills.
- Flexibility for you to use it in your own time and at your own pace.
- An updated CV Builder and a new CV Reviewer tool where you can upload your CV to be scored, using AI technology, against more than 50 checks aligned with Applicant Tracking Systems (ATS) which are frequently used by employers. Once you've built and/or uploaded your CV, you'll then receive a personalised report and feedback. Further review can also be done in conjunction with a CTP Career Consultant once registered with their support.
- Cover letter builder to create compelling letters quickly and easily.
- LinkedIn networking tool to research companies by location and access employer profiles.
- Assessment centre tool to find out how they work and how to prepare for attending one.
- Elevator pitch builder to help create an engaging 60 second pitch about yourself.
- Plus much more!

Resettlement Support from CTP



Here to support your resettlement journey

INTEGRATED SUPPORT FOR ALL SERVICE LEAVERS

The Career Transition Partnership (CTP) is global career experts, Right Management, in a unique partnership with the Ministry of Defence. We are very proud to be the official provider of Armed Forces resettlement for over 20 years. In that time, we have supported more than 275,000 leavers and we look forward to helping you too.

We provide resettlement for those leaving the Royal Navy, Army, Royal Air Force and Royal Marines. Regardless of time served, or reason for leaving, all members of the Armed Forces can benefit from CTP support when leaving Service, through our range of programmes.

In addition to the face-to-face courses, workshops and one-to-one career guidance we deliver throughout our centres, many of our courses, facilitated sessions and events are also available virtually, making our provision more accessible and flexible than ever.

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. Getting started is a three-step process.

Step 1: The first step in the process is to speak with your local unit Resettlement Information Staff, who offer advice on your entitlement and the administrative process to access it.

Step 2: You should then contact your Service Resettlement

Adviser (SRA), in order to discuss your resettlement package and funding available to you; and to register with CTP.

Step 3: Register for the CTP via JPA and one of our team will contact you to book in your first appointment and get you started.

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 programme

This programme helps individuals to tackle any barriers to employment, and supports them post-discharge 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)

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

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 session and ongoing access to a personal Career Consultant, along with additional resettlement workshops and briefings. The programme also includes job finding support, a jobsite, employment fairs and virtual events, and access to vocational training courses, along with travel and subsistence.

CTP ASSIST PROGRAMME

In addition to the Core Resettlement Programme, CTP Assist is available to give additional specialist support to *Wounded, Injured and Sick Service Personnel who have the greatest barriers to employment due to serious illness or injury. This is given through personalised support and Specialist

Employment Consultants. Individuals are referred to the programme prior to Medical Discharge.

HOW CAN CTP HELP ME?

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. Your resettlement consists of 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 skills and knowledge to help you throughout your working lifetime.

CTP support is delivered at ten Resettlement Centres in the UK, and the Resettlement Training Centre in Aldershot. The resettlement provision includes face-to face guidance, online

resettlement planning and career tools via myPlan, the personalised area of the CTP website, and access to our unique ex-military jobsite, CTP RightJob. Successful resettlement requires clear aims, a plan of action, good job intelligence, and effective networking, along with the skills you will acquire through the CTP. It's therefore vital that you take full advantage of the support, 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 the 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, Business Start Up, Networking and Interview Techniques.

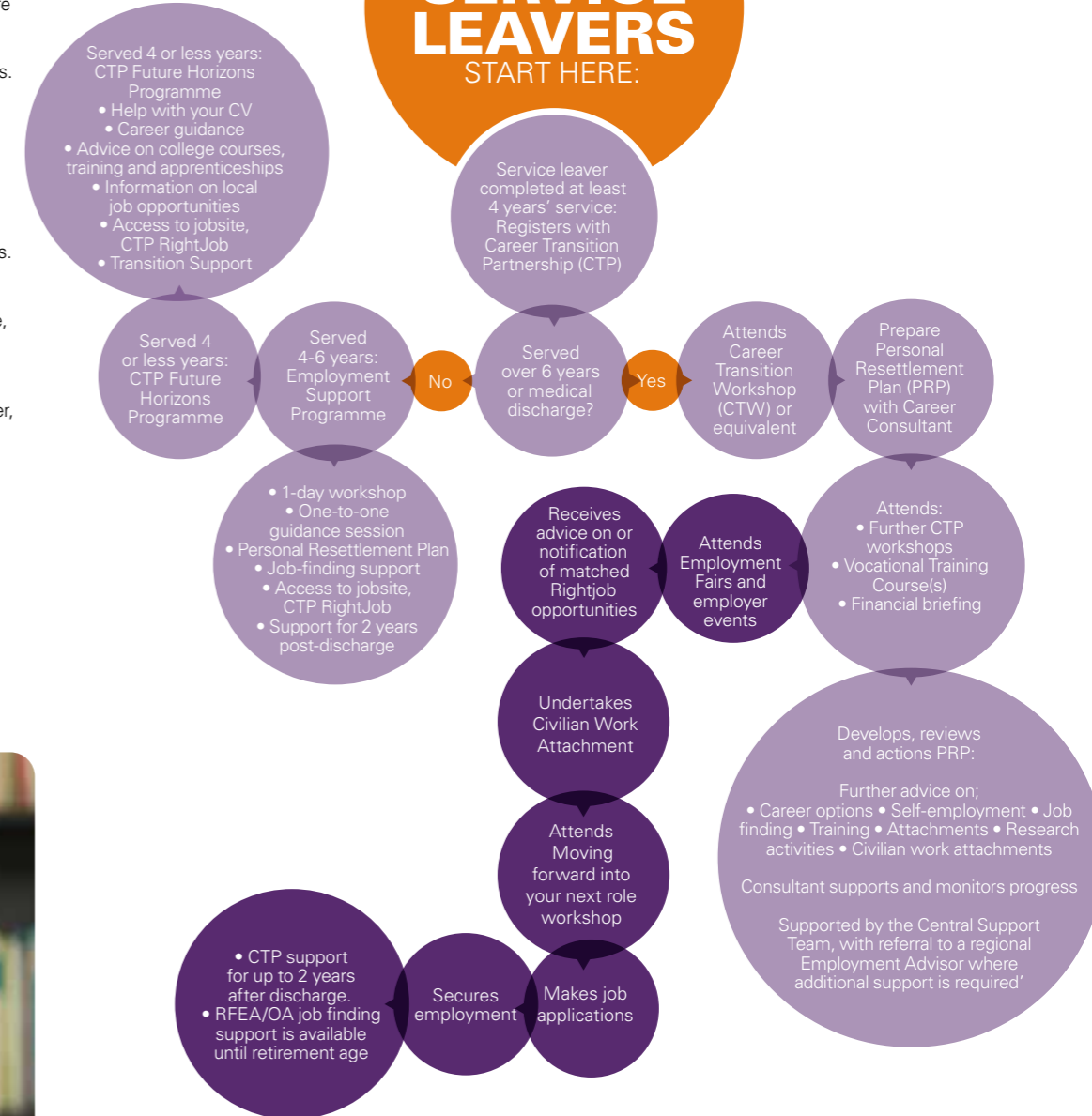
Events - a full programme of employment fairs, company recruitment presentations and online events is available to Service leavers at any point in the resettlement process, offering networking, research and job-finding opportunities.

Online Resources - 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, CV Builder, Personal Resettlement Plan (PRP), resettlement tracker and checklists.

TRAINING

When leaving the Service, you can 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

ROUTE MAP FOR SERVICE LEAVERS START HERE:



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

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.

EMPLOYMENT

The Armed Forces equips its people with a vast range of skills applicable to many industry sectors and the 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 benefit from a high quality, no cost recruitment service and exclusive access to thousands of skilled and qualified individuals, like you.

CTP RightJob is our online job site that lists thousands of live vacancies for Service leavers, with new ones added daily. 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 platform 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. 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 RightJob profile, plus employers can also search the database for Service leavers with the skills they're looking for, and invite them to apply.

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

CTP RightJob, along with links to further employment support where required. CTP help is available up to two years post-discharge and after that, switches to the RFEA for job-finding support, at any point you may require it throughout your working life.

We are here for you throughout your career transition and our friendly teams genuinely care and are passionate about ensuring you get the most from your resettlement and the outcome that is right for you.

Served over 6 years or medical 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.

Fire Safety

There is currently an abundance of career opportunities within fire risk assessment industry and with the release of the Fire Sector Federation (FSF) Approved Code of Practice for Fire Risk Assessor Competency in 2020 the need for fire risk assessors to have a qualification is becoming the norm.

Fire Safety Risk Assessment Consultancy Limited (FSRAC Limited) are currently offering a Level 3 Award Qualification in fire risk assessment awarded by Qualifications Network UK. It is possible to attain this qualification within a short period of time, typically less than one month. The FSF and the fire risk assessment industry promote being a member of a fire safety related Institution and this qualification will enable

you to join the Institute of Fire Safety Managers (IFSM). Demonstratable competence is becoming this norm within the fire risk assessment industry and one of the elements of being a competent person is being a reliable and responsible person; having been in the forces you will already be considered to have these qualities. We have trained (or retrained) fire risk assessors from several industry leading companies including Mitie, Mears, Frazer Group and more.

The Level 3 Award in Fire Risk Assessment is a 5-day classroom course with a short portfolio of work to be completed in your own time afterwards. Completion of both parts of the course will result in a certificate being awarded by the awarding body, QNUK and as we are accredited by the Institute of Fire Safety Managers (IFSM) are company certificate is also issued with the IFSM accreditation; a further certificate is also awarded by the Institute of Fire Engineers (IFE) for Continual Progressive Development hours.

Courses are delivered in Manchester by David Prince an ex-fire officer, fire safety inspecting officer, fire investigation officer and Nationally Accredited Fire Risk Assessor.

Our training courses are kept up to date with any updates in fire safety legislation included in the course; courses are constantly updated to ensure currency.

David Prince. MIFireE, MIFSM, FdSc, Tech IQSH, LCGI, Dip(Ed) Nationally Accredited Fire Risk Assessor Register (NAFRAR) No. 0151 FRACS (Fire Risk Assessor Certification Scheme) No. 73 Member of the UK-AFI (Fire Investigation).

FIRE SAFETY RISK ASSESSMENT LEVEL 3, 5-DAY COURSE

Who is this 5-Day Course For:

This course is aimed at those who have a responsibility for undertaking fire risk assessments, reviewing and or implementing the significant findings of a fire risk assessment.

Typically, such persons would be

- Fire Risk Assessors,
- Health and Safety Manager,
- Health and Safety Advisor,
- Health Safety and Environmental Advisor,
- Building Facilities Managers and Facilities Teams,
- Managing Agents,
- Building Owners,
- Fire Alarm Engineers,
- Electrical and Mechanical Engineers.

Why choose us?

- Our courses encompass the principles of fire safety risk assessment.
- Delegates will learn how the fire risk assessment process 'pieces' together with this course covering all of the necessary basic elements of a fire risk assessment.
- This course contains an update on building cladding types.
- This course aligns to the elements of the 'Fire Risk Assessment Competency Council Framework

Previous course feedback:

John S. JJS. Limited "Excellent knowledge base and very well presented, a great course for aspiring fire risk assessors".
Grahame H. "Absolutely brilliant... exactly what I required".
Jayne T. R and R Safety Systems. "Left me wanting more... excellent interaction and practical exercises"
Mark P. MPW Safety Solutions. "Excellent course. Well-

Course content:

- An Introduction to:
- 'Fire Risk Assessment Competency Council Framework'
 - Fire Science
 - The Regulatory Reform (Fire Safety) Order 2005, (Fire Safety Legislation)
 - Building Construction
 - Fire Compartmentation (Passive and Active Fire Protection)
 - Fire Doors, Final Exit Doors, and Door Security Devices
 - Understanding and Calculating Floor Space Factors, Door Widths and Travel Distances.
 - Means of Escape in the Built Environment.
 - Understanding Escape Times
 - Understanding Human Behaviour in Fire Situations
 - Understanding Evacuation Strategies.

structured and presented in a clear and logical way... highly recommended"

The course aligns to the Fire Sector Federation (FSF) Approved Code of Practice for Fire Risk Assessor Competency: Cross Mapping to RQF Level 3, EQF Level 4 or SCQF Level 6.

This course is aimed at fire risk assessor or those wishing to become a fire risk assessor wishing to undertake fire risk assessments of simple premises (as defined in the government guidance documents).

Extract from the FRACC Document: Competency Criteria for Fire Risk Assessors Fire Risk Assessor Competency

Evidence of specialist training, membership of a professional body, and or certification by a third-party certificated body, need an appropriate knowledge of:

- The assessment of risk from fire (Appendix A)
- The applicable Legislation (Appendix B)
- Appropriate Guidance (Appendix C)
- Behaviour of fire in premises (Appendix D)
- Effects of fire on people and behaviour of people in fire situations (Appendix E)
- Means of escape (Appendix F)
- Fire Prevention (Appendix G)
- Fire Protection (Appendix H includes Passive and Active fire protection)
- Management of Fire Safety (Appendix I)

Learning Outcomes

- By the end to the course the delegates will*:
- Understand how to assess the risk of fire in the built environment
 - Be able to reference

- Fire Alarm systems and BS 5839
- Emergency Escape Lighting and BS 5266
- Emergency Signage
- Firefighting Equipment
- Fire Safety Management
- Understanding Fire Safety Training and the Legal Responsibilities.
- The Fire Risk Assessment Process.
- Understanding Fire Risk Assessment Significant Findings (Recommended Actions).
- Understanding when to Review the Fire Risk Assessment.
- Risk Reduction and Arson Prevention.
- Using relevant Fire Safety Guidance Documents (Home Office Guides, Approved D Document 'B' and BS 9999 are referred to throughout the course).



- the Fire Safety Law for England and Wales
- Be able to reference appropriate guidance documents
- Understand the behaviour of fire in the built environment including ignition sources of fire
- Understand the effects of fire on people and human behaviour in fire situations
- Understand means of escape
- Understand fire prevention
- Understand fire protection (Passive fire compartmentation and Active fire systems)
- Understand the management of fire safety in the built environment.

*The course also considers how the delegate will manage their expectations regarding the fire risk assessment process.

Instruction methodology

The course uses a delegate workbook (the delegate keeps this for future reference), presentations and exercises which are interactively debriefed during the course.

Throughout the course delegates will complete the workbook exercises relevant to each presentation; delegates will complete a 'mock premises' fire risk assessment exercise (desktop exercise).

The course is assessable; with a multiple-choice test on the last day and completion of a portfolio of work to be completed within 10 working days of the end of the course.

Accreditation

Level 3 Award in Fire Risk Assessment (Qualification/Ofqual Registration Number 603/2073/4)

We are an 'Institute of Fire Safety Managers' (IFSM) 'Accredited Centre'. An 'Certificate of Attendance' Accredited by FSRAC Limited with 'The Institute of Fire Safety Managers' (IFSM) Accreditation. The Course is also awarded 29 Hours of Continual Professional Development (CPD) with the Institute of Fire Engineers (IFE).

Course duration
5-Days 09.00 Hours to 17:00 Hours, with morning and afternoon breaks and 45 minutes for lunch. This 5-day course includes a light lunch, teas and coffees, soft drinks and light snacks each day.

Cost of the Course
Those persons retiring from the forces can use their learning credits as payment for the course as we are registered to accept these.

Publicly Accessible Courses
The cost is £1195.00 per person plus VAT (£1434 Including VAT).

Courses are held each month at the same venue. There are a maximum of 12 delegates places per course.

The Training Venue:
Training is held in the Manchester Conference Centre in Manchester. The address is, The Manchester Conference Centre located in The Pendulum Hotel, Sackville Street, Manchester. M1 3BB.

Start Time: 09.00 Hours (Tea and Coffee available each day from 08.30 hours in the training room).
Finish Times: 17.00 hours each day.



The Trainer

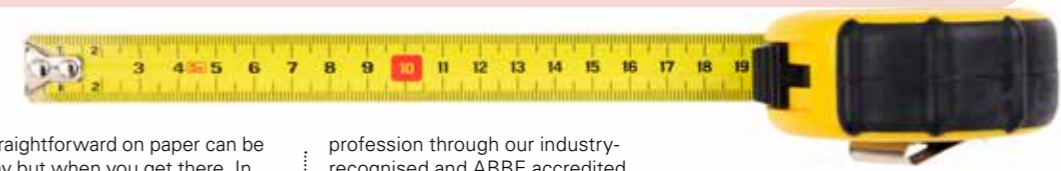
Training is delivered by David; David is formally a Fire and Rescue Service Officer with 27 years' experience, David was a warranted 'Fire Safety Inspecting Officer', Fire and Rescue Service Qualified Fire Investigation Officer. Since retiring David Prince has delivered Fire Risk Assessment training nationally and has a wide range of experience in delivering such training to all sectors especially to Health and Safety practitioners. David Prince continues to undertake fire risk assessments of a wide range of premises types throughout the UK. David Prince is one of only 73 Nationally Accredited Fire Risk Assessors on the FRACS register and is also listed on the IFSM Register of Fire Risk Assessors (No 151). David Prince also has formal teaching qualifications (Dip Ed) as well as a wide range of 'Fire and Rescue Service' fire safety qualifications. As a fire safety practitioner David is aware of current Fire Safety practices. *For training purposes only.



Booking onto a course
For Individual Bookings:
www.fireriskconsult.com/shop
Contact David: 07847 779428

*All courses and course bookings are subject to our terms and conditions which are available on our website www.fireriskconsult.com

Progression Routes to Further Courses:
Fire Risk Assessment in Specialised Housing (Sheltered Housing, Extra Care and Supported Living)



Have you got what it takes to become a residential building surveyor?

5 transferable skills that make surveying the perfect post-military career move.

For most serving in the military, returning to civilian life is an inevitability, but the shift from the demands of military service to the often-unfamiliar landscape of everyday society can be both exhilarating and disorienting. Finding a new career is just one of the many challenges faced by military leavers and having a plan in advance is crucial, if only to ease the anxiety felt during the transition period.

In this article, we focus on one career – that of a **residential building surveyor** – and explore the 5 transferable skills acquired in the military that seamlessly translate into this exciting profession, making it a compelling choice when considering your next career move.

FIRST OF ALL, WHAT IS A RESIDENTIAL BUILDING SURVEYOR?

Residential building surveyors perform a vital role in the property market, keeping it moving by providing homebuyers

and homeowners with crucial information on the condition of their current or dream home. Using their property and surveying expertise, they inspect homes to uncover risks, defects and opportunities, and report their findings back to the client.

WHAT DOES IT TAKE TO BE A GREAT SURVEYOR?

Surveyors come from all walks of life, but what binds them is a passion for property. Beyond technical know-how, military service instils a range of skills that lend themselves perfectly to the surveying profession. Here are our top 5:

1. Problem-solving

This fundamental skill enables service members to think critically and make informed decisions in a dynamic and challenging military environment. For example, during your career you may have had to gather and assess new information quickly, troubleshoot problems, adjust

tactics or repair equipment under pressure.

As a residential building surveyor, you'll use your problem-solving skills in a less pressurised environment, following evidence trails during property inspections, identifying and assessing issues and defects, and evaluating the severity of these issues, before reporting your findings. You might have to make quick decisions at a property and adjust your surveying technique – for instance, if an area is inaccessible or unsafe to inspect.

2. Time management

Time is a precious asset during military operations. It's the backbone of mission success, resource optimisation, and discipline. The military values time management as a crucial factor in ensuring personnel readiness, and this skill is equally as important as a residential building surveyor.

Whether working independently or through an established firm,

residential building surveyors have clients to serve and a schedule to keep. The role of a surveyor is multifaceted, involving desktop research, property inspections, report writing and, throughout the entire journey, providing excellent customer care, so great work ethic and the ability to manage your own time is paramount.

3. Effective communication

In the military, effective communication can make or break a mission. It is essential for ensuring success, safety, and unity among personnel. The same can be said about communicating effectively as a residential building surveyor.

Clear, concise and regular communication is crucial, both in your survey reports and when speaking to clients directly. If carrying out a pre-purchase survey for a homebuyer, your expertise could make or break their purchase decision, so clarity is key. By prioritising effective client communications, you will ensure they are well informed, and encourage repeat business and recommendations.

HEAR FROM A MILITARY LEAVER TURNED RESIDENTIAL BUILDING SURVEYOR

"I had a house and a family, and I couldn't afford a drop in

pay. It was great to be able to complete the Level 6 Diploma in Residential Surveying and Valuation alongside my career in the Army.

"I don't think there's any greater honour than to have ordinary, hard-working people relying on you for your professional advice before they make the largest purchase they might ever make."
Lee Dowdall, Independent Residential Surveyor and former First Line Manager, Corp of Royal Engineers

4. Adaptability

Military service demands quick thinking, versatility, and the ability to pivot at a moment's notice. Frequently faced with unpredictable scenarios, changing environments and rapidly evolving technologies, adaptability has become a core competency of military personnel, ensuring they can tackle any challenge that comes their way.

For a residential building surveyor, being adaptable under pressure is an essential skill. No two properties are the same and each comes with its own story and challenges. Whilst desktop research about the property will help to prepare you for your inspection, a house that seems

straightforward on paper can be any but when you get there. In that respect, every inspection is a journey of discovery and requires an agile and adaptable approach.

5. Professionalism

Part and parcel of serving in the military is respecting the chain of command and showing a level of professionalism towards those with whom you interact every day. As a residential building surveyor, you'll be eligible for memberships with respected professional bodies such as the Royal Institution of Chartered Surveyors (RICS) and the Chartered Association of Building Engineers (CABE). Each professional body has its own expectations regarding the behaviour and professionalism of its members, with a code of conduct to follow, so your military experience will stand you in good stead.

For as long as homes are bought and sold, the expertise of residential building surveyors will always be needed. If you're a problem solver with a curious mind and an interest in property, here at Sava we offer the only vocational route into the residential surveying

profession through our industry-recognised and ABBE accredited Level 6 Diploma in Residential Surveying and Valuation.

The diploma is focused on residential property and designed for those without a relevant degree or experience. During this part-time programme, you'll learn everything you need to become a competent and successful residential building surveyor in just 24 months.



RETRAIN AS A RESIDENTIAL BUILDING SURVEYOR

Part-time training

Qualify in 24 months

"I would encourage any former Military personnel to make good use of their ELCAS funds by considering enrolling on the Sava diploma."

Matthew Barton, Sava graduate, ex-Military

SCAN ME

Quote **EASY**
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course fees

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Certificate in Executive Coaching

A Coaching Accreditation Programme for Experienced Managers and Leaders.

"This programme has opened my mind to the world of coaching." Tobias

The purpose of this ELCAS-approved programme is to consolidate the skills you have been using for many years as a leader and formalise them in the form of accreditation with an internationally recognised professional body, EMCC Global.

Throughout your military career, you have spent hundreds of hours supporting juniors to gain in confidence and ability. You have learnt to listen well, ask incisive questions, give honest feedback, and help people set goals for themselves.

You are a coach – this programme converts these skills into a formal qualification.

HOW WILL THIS HELP ME?

"The skills the course provides are focused on professional coaching but have applications to all walks of life and I will use them for years to come." Tony Underwood

On successful completion of the programme, you will gain a Certificate in Executive Coaching.

And, in addition to this, you will attain accredited status with the leading professional body, EMCC Global.

Most organisations are committed to developing a coaching culture. Being an accredited coach shows that your leadership style is aligned to their ethos and makes you a more attractive candidate.

Whilst you have gained a wealth of coaching experience in your career to date, this was most likely collected on the job and in an unstructured way. This course consolidates and enhances what you have learnt from experience.

You may be considering setting yourself up as an independent coach or consultant. Whatever your trade, coaching skills will help you deliver it to your clients. Your accredited status is a mark of quality that increases your credibility.

WHO IS THIS PROGRAMME FOR?

Participants must have a minimum of 5 years leadership experience and must have accrued a minimum of 100 hours formal or informal coaching experience.

The 100 hours practice experience refers to any form of supportive, developmental conversation held on a 1:1 basis and does not have to be logged.

This course is suitable for anyone who knows that they will need to coach people in the future.

It is particularly relevant for someone who anticipates moving into a role where they will need to focus more on empowering others rather than providing detailed instruction; it is about enabling others to solve problems and find solutions.

Coaching is the art of unlocking another person's potential. You will improve your ability to facilitate the performance and development of other people.

WHAT IS THE TEACHING METHOD?

"It provides a great all round learning experience: formal teaching, personal reflection, practice in a safe environment, direct encounter with real clients, and the ability to revisit any aspect of the course via the learning platform – this combined approach, spread out over 6 months made it the success it was." Paul

This programme is taught "asynchronously". This means that you can sign up to it at any time and start studying immediately.



WHAT WILL I LEARN?

"I am confident I now have the skills, knowledge and ability to contribute to a coaching culture, and get the best from my team." Colin

In short, we prepare you to deliver a professional coaching service to fee-paying clients. However, our delegates are not all planning to set themselves up as independent coaches.

Many of them simply want to learn the skills to be able to coach their existing or future team members. For this reason, our goal is for you to develop the confidence to coach effectively in any context.

Participants will learn...

- The difference between coaching, mentoring and other styles of intervention.
- How to apply EMCC's Practitioner level coaching competencies.
- Advanced listening and questioning skills.
- The value and application of contracting in coaching relationships.
- How to structure coaching conversations to ensure positive outcomes.
- Psychological theory to support a coaching mindset.
- The value of supervision, CPD and reflective practice

The programme starts with at 1:1 online meeting with Tom Battye, the course director, to discuss your learning outcomes.

Following this, the timeline starts. There are ten online modules containing short, instructional videos. Homework includes reflective journals, reading, quizzes, practice sessions and submission of two recordings for assessment.

You will collect a total of 30 hours' practice coaching experience over six months.

The course is interactive, you will have regular contact with programme faculty, who will also give you written feedback on two recordings.

The programme concludes with final 1:1 tutorial with Tom Battye.

"Our goal is for you to develop the confidence to coach effectively in any context."



WHEN CAN I START

Immediately. This programme is a hybrid between taught input that can be accessed online, with live contact with programme faculty which is scheduled according to availability.

HOW MUCH DOES IT COST?

The discounted price for service leavers is £2,500.

HOW DO I FIND OUT MORE?

Click here to book a call with Tom Battye to discuss whether this is

the right programme for you.

<https://calendly.com/tombattye/call-with-tom>

Full information about the programme is available on our website: <https://tombattye.co.uk/certificate-in-executive-coaching/>

Alternatively, you can contact lisa@tombattye.com to find out more.



WHO IS TEACHING THE PROGRAMME?

"Well structured, brilliantly delivered." Rosie Robbins, Lt Col

The course is delivered by Tom Battye. Tom is an executive coach and leadership development consultant with 20 years' experience developing senior leaders and their teams.

Tom is an accredited master practitioner coach, coach supervisor and team coach.

Tom's background as a professional expedition leader has taken him around the world leading treks and managing projects in developing countries. Recently,

he has led projects in Morocco and Costa Rica. Experiences like these provide Tom with first-hand leadership experience that ground his work as a coach and facilitator.

Tom is actively engaged in setting standards in the coaching industry and is a recent winner of EMCC Global's Supervision Award.

He has been training coaches since 2005, including hundreds of internal coaches in public and private sector organisations including the NHS, the BBC, various government departments in the UK and for a range of business schools including Chicago Booth and London Business School.

"Having had the fortune to participate in several coaching courses before, I can safely say none have come close to this, either in delivery or content." Ian Moore, Lt Col



CERTIFICATE IN EXECUTIVE COACHING

Transform your military leadership experience into a recognised business qualification.

Graduation from this ELCAS approved training results in your individual accreditation with the professional body for executive coaching, EMCC Global.

120-hours Total Qualification Time

- 10 x modules containing short instructional videos
- Fortnightly reflective journal assignments
- Experiential learning methodology
- Personalised one-to-one expert feedback
- State-of-the-art online learning platform

"The programme was interesting, inspiring, well-paced, well presented and thought-provoking." David Mason, ex-RAF Instructor Pilot.

For more information contact tom@tombattye.com or call +44 (0) 7720 286696



Provider ID 11906



W Help us educate the Built Environment with relevant knowledge, skills, and behaviours supported by your experiences from working within the field.

During the train the trainer programme, you will be taken through the following:

- How to apply theoretical understanding of effective practice in teaching, learning and assessment, drawing on research and other evidence to maintain OFSTED and regulatory body compliance and client standards.
- Consider and employ the most effective delivery methods, including blended and technology enhanced learning.
- Implement evidence-based strategies to ensure high levels of retention, achievement, success and attendance for identified cohorts.
- How to give constructive and motivational feedback to continually improve and maintain standards of achievement.
- To create structures to organise and manage session preparation,

record keeping and training delivery time. We would ideally like for assessment timelines to be mapped out.

We are looking for specific mindsets and behaviours to make a great addition to our team. We look for individuals who care passionately about being a good trainer, and being a part of an effective and respected delivery team and high performing organisation. We would also like for a trainer to take an interest in understanding the different life experiences of each individual, and be able to see things through the perspective of others. You must prove that you have the ability to manage the fine line between empathy and sympathy. We would like for our trainers to portray true passion for expansion of the mind through

learning, which is shown in the enthusiasm that they bring to each training session.

Skills4Stem is passionate about employee incentives, and as a result have a number of perks involved with this job role. These include:

- Probation Pass 'bonus'
- Annual bonus (subject to company performance)
- Discount scheme
- Statutory Pension Scheme

The majority of learning at Skills4Stem is remote. Teaching sessions can be delivered at a variety of locations across England. The trainer will work alongside the Delivery team, supporting other team members in instances where timings and candidate demands require flexibility to achieve goals.

Start your career in education with Skills4Stem

personnel within the organisation, and will continue to do so.

Skills4Stem is transforming adult education and is on a journey to tackle the STEM skills shortage. Our mission is "to transform STEM education by delivering personalised adaptive learning programmes which dovetails into current employment and unleashes the untapped potential of all our candidates." We want to ensure that we are employing individuals who will actively help to build the future workforce. Skills4Stem works to transform adult education by delivering customised learning programmes. Skills4Stem recognises that each one of our learners have different learning styles, and as a result, we have built our training programmes around them. Our methods of teaching are designed for individuals who may not

have excelled academically. We offer diverse levels of apprenticeship qualifications, each catering to the different abilities of our learners.

We are looking for an individual who can take on the responsibility of ensuring that our learners are equipped with the necessary skills and knowledge that will help them to excel in their future careers within construction and engineering. We are particularly appealing to individuals who have a background in the Ministry of Defence. These include the: Royal Navy, British Army, Royal Air Force and Strategic Command. We believe that retired members of the Ministry of Defence can offer an abundance of skill and ability that can be beneficial to Skills4Stem and the work we provide.

or have served, in the military. The covenant is an obligation that involves society coming together to support the Armed Forces and their families, and demonstrates the value of their contributions. Skills4Stem are proud to say that we have employed ex Armed Forces

EX-MOD CONSTRUCTION TRAINER
Skills4Stem is launching a Brand New Train-the-Trainer Academy and we have vacancies to employ full and part-time great sector practitioners (at all levels of their careers) to develop into exceptional technical trainers and learn on the job.

Are you a practitioner working within the Built Environment in any of these fields and looking for a full or part-time career change?

- Construction Manager
- Quantity Surveyor
- Civil Engineer
- Build Services Engineer
- Architectural Technicians
- Technical Faculty Manager

Help us educate the Built Environment with relevant knowledge, skills, and behaviours supported by your experiences from working within the field.

At Skills4Stem we have a uniqueness and a duty to train. Skills4Stem signed The Armed Forces Covenant in 2020 - an agreement between the citizens of the UK and the government to support those who serve,



For more information email: info@skills4stem.co.uk



Start working towards your distance learning HNC in Construction and the Built Environment today, just one unit at a time. Pearson accreditation will be provided per unit, with up to 5 years to complete the full 8-unit qualification.

The blended programme would be delivered as follows:

- Skills4Stem eLearning online eLearning (24/7)
- Skills4Stem workbooks
- Fortnightly interactive webinars
- Weekly group assignment surgeries
- Unlimited support by Skills4Stem qualified lecturers

The Forces Recruiting website is a hub of useful information for service leavers and veterans. Established in 2012 to assist service leavers and veterans find employment and training opportunities, it has since grown to also feature the following:

- Recruitment
- Resettlement Training
- Elcas approved training providers
- Directory of Boarding Schools for service parents
- Armed Forces Charity Directory
- Career Transition Partnership
- CTP information
- Franchising
- Insurance



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**Subject to mortgage lenders approval.
Shared Ownership is different to outright ownership. Please speak to a sales assistant for more information.

Veterans into Logistics

Veterans into Logistics are a non-profit organisation which has been recently formed to provide training and support, with the main aim to change the lives of ex-military personnel who need help in gaining meaningful employment.



WHAT DO WE DO?

Veterans into Logistics want to make a difference to the veteran community by creating a transport and logistic pathway for veterans seeking new employment opportunities.

Our objective is to train and support ex-military personnel gain the qualifications needed to increase their employment opportunities.

We will work with armed forces service leavers, veterans and families who are either unemployed, on low income, been made homeless or leaving custody.

All veterans are provided with one to one mentoring and on-going support to increase their opportunities for success.

At present our training programmes meet the demands of the transport and logistics industry and the job opportunities this creates; we have been successful in providing training and supporting ex-military personnel into permanent employment.

WHAT WE OFFER

- Upskilling and Training
- Potential Employment
- Mentoring
- On-going Support

CAREER ADVICE

We are on a mission to reduce unemployment and homelessness amongst the ex-military community by creating a pathway for veterans into the transport and logistic industry, by connecting transport and logistic companies with armed forces service leavers and ex-military personnel, we support both

parties throughout every step of the employment journey.

For companies, we get to understand your business, by doing so, we can find the right type of person that best suits your company.

Our dedicated team of ex-military personnel offers mentoring to each candidate, supporting them every step of the journey in gaining the qualifications needed for a successful career within the transport and logistic industry.

SERVICE LEAVERS

For many who serve in the Armed Forces being in the military is a structure, a family unit, a way of life. Therefore, it's understandable that a lot of service leavers struggle to find their way on 'Civvy Street'.

THIS IS WHERE WE WANT TO HELP!

We work with individuals who are still serving and want to pursue LGV driver training as a career once they depart the Armed Forces. For service leavers who already hold an LGV driving licence, in order to drive a commercial vehicle a 'Driver CPC Card' must be obtained.

Unfortunately, you can't currently use the Enhanced Learning Creditation Scheme 'ELCAS' to fund your LGV driver training as it's not considered a 'Level 3' qualification. This is something we would like to change in the future but for now, we suggest that you try to obtain your LGV licence before leaving the military.

RECRUITMENT

We have an in-house recruitment team who are here to assist Veterans on the road to new employment. Whilst they complete LGV driver training we will discuss what kind of work they would like to go into, after

all there are many different roles within LGV driving.

We will also assist our Veterans with interview preparation if they require it, this entails CV writing, self-presentation and so on. We guarantee a first-stage interview with one of the many companies we have built relationships with, who admire the drive and skillset that ex-military personnel possess.

TEAM MEMBERS Major Ian Battersby, Chair Of Our Trustees

"I am a serving member of HM forces, having served for a total of 40 years. I started my career in the Army as a Gunner (Private Soldier), having worked my way through the ranks serving in the UK, overseas and on Operations in Northern Ireland, Iraq and Afghanistan. I was fortunate enough to achieve the pinnacle of a soldier's career, and finish as a Regimental Sergeant Major (RSM). I didn't feel I was ready to leave the Military at this stage and felt I had more to offer. I applied for a Queens Commission in April 2010 and was successful, so I began a new career as a Commissioned officer, where I will remain until my time runs out in September 2022.

I am proud of my achievements in the army, having worked my way through the ranks from Gunner to Major. I also enjoyed mine and my families time working all over the world and living in married accommodation. I am very keen to stay involved with the forces as a form of payback for what the army has done for me and my family, and I believe working with Veterans/service leavers is an avenue I would enjoy for all the right reasons.



25 DAYS TO BECOME A TRUCK DRIVER

	2nd August 2021 Contacted Veterans into Logistics
	6th August 2021 Passed Driver CPC Theory Test & Hazard Perception
	14th August 2021 Passed Driver CPC Module 2 Case Studies
	23rd August 2021 Passed HGV Cat C Class 2 Driving Test
	25th August 2021 Passed Driver CPC Module 4
	26th August 2021 Secured full-time employment

"In less than a month I've got a new career as a HGV driver with secure employment, enabling me to provide for myself and my family!"
- Sean Thorley, Ex-Royal Artillery

Having recently come on board with Veterans into Logistics (ViL) through Mr Darren Wright, who I served with, and is a veteran himself, has experienced the issues most service leavers experience when taking the step to living outside the very protective army bubble.

Veterans into Logistics is a non-profit organisation with the sole intention of training veterans/service leavers in all forms of logistics. Specifically getting individuals a Large Goods

MENTORING

With being ex-military ourselves and having over 50 years of combined experience within truck driving sector, we can offer design tailored mentoring plans for each veteran that comes on a Veterans into Logistics training programme by sharing our experience and knowledge which will help support them when deciding what type of driving role will suit them once they become a qualified truck driver.



Vehicle (LGV) licence, Certificate of Professional Competence (CPC), working on their CV's, and getting these personnel through the door of reputable companies for an interview. These would be companies that sign up to the armed forces covenant (A promise from the nation that those who serve or have served in the armed forces and their families are treated fairly).

I have looked at a few companies that offer veterans and service leavers training, but I do believe that what Veterans into Logistics are offering is above and beyond these companies. The individuals who have been through Veterans into Logistics and are now in employment, all stated the mentoring offered by Veterans into Logistics once you are in

employment, is just as valuable as the training you receive to get you into employment, and this can be seen in all their stories.

Many individuals leave the forces with little or no direction for the outside world and end up going down the wrong path. I know with the correct training, mentoring and opportunities many of these individuals would shine in most organisations. I feel with the support of companies that champion veterans, and who are willing to embrace them will receive 10-fold in return and will receive an employee who has had values and standards drilled into him 24/7. Thus he/she will be punctual, reliable and motivated to succeed.

I look forward to the challenges of working with Veterans into Logistics, and I am excited at the prospect of changing and adding value to an individual's life."

Darren Wright, Founder And Chief Executive

Darren was a Gunner Para and served in Afghanistan, Kenya and various other places around the world. Darren came up with the concept for Veterans Into Logistics after he came to the realisation that more needs to be done for service-leavers and veterans who are struggling.

After leaving the Armed Forces, Darren himself struggled to adapt back into civilian life, and with the loss of his military family network and structured military lifestyle.

Darren is confident that he can share his knowledge and experience with other ex-military personnel and that Veterans Into Logistics will have a positive impact on veterans, their families and their lives.

Janice Gurney, Chief Programmes Officer

"I am currently a Reservist in the Royal Naval Reserve serving for 9 years, before joining the

reserves I served 25 years in the Royal Navy. I started my career in the Royal Navy as a Sonar Operator on submarines although it was interesting it was not really for me. I changed my job and after retraining became a Gunnery and Missile rating.

I worked my way up through the promotion route to reaching the rate of Chief Petty Officer specialising Security of Ships and vessels but also Bases with also Close Protection Operative.

I have served in various roles in the UK and different ships with operations abroad, First Gulf War, Former Yugoslavia, Anti-piracy Arabian Gulf and Libya withdrawal of European nationals. The other roles that have had the pleasure of overseeing the running a training school, training guards for various duties the highlights for this.

I was the First Serving Royal Naval rating to come out as transgender in 2004 and completing Gender reassignment Surgery in 2007, with full active service at the end of 2007, I did not let this phase me and carried on with my career with the same pride and passion I had before.

The highlights of my Military career have been attending the Queen's garden party at Buckingham Palace and training a Royal Guard for the Princess Royal for commissioning of a Reserve unit. Training a guard for Edinburgh Military Tattoo that was based in Edinburgh parading 6 nights a week for 6 weeks.

Upon Leaving the Service I found myself taking various jobs in the security industry but nothing that used my full skills and potential, with this led me to feel worthless and let down as the military service I felt did not prepare me for leaving the service and the wider world. Tried using all my skills, training, and knowledge to gain a suitable job

in Junior managerial roles only to be told that I was overqualified or that they did not want Ex-service people. Feeling at the lowest point of my life and wanting to give up on everything I reached out to RFEA (Manchester) who saw my potential and put me in touch with Mr Darren Wright.

Started to learn a new career as an LGV driver with Darren giving me my self-belief back to try something new but also gave me the confidence on wanting to help others that I use to do when serving in the Military.

Coming onboard with Veterans into Logistics (ViL) in June 2020 and realising we shared mutual values and ethos, wanting to help veterans seemed the logical path to take.

I feel proud not only coming onboard with Darren but helping veterans to give them an opportunity to not only become a valued member in society but more importantly a valued and highly respected Driver in the LGV industry."



BOOK YOUR TRAINING COURSE TODAY

Get in touch with us today by submitting our online enquiry form and a member of the VTA team will contact you back. Once done, this will enable us to start the process of getting you your LGV licence and more importantly getting you into work once qualified.

Alternatively, email your enquiry to us at; info@veteransintologistics.org.uk



1500th Armed Forces Covenant milestone reached

West Midland Reserve Forces & Cadets Association (RFCA) are pleased to announce their 1500th Armed Forces Covenant signatory as NESO, the National Energy System Operator.



activities required to deliver the plans, markets and operations of the energy system of today and the future. Bringing these activities together in one organisation encourages holistic thinking on the most cost-efficient and sustainable solutions to the needs of our customers.

Fintan Slye, Chief Executive of National Energy System Operator, said: "To have signed the Armed Forces Covenant is extremely important to NESO. We are delighted to hear we are also the 1500th signatory of the AFC."

"At NESO, and across the energy industry, we employ many veterans and reservists and benefit immensely from the skills that colleagues with military experience have developed from their time with the Armed Forces. We are incredibly proud of the longstanding contribution they make to our workforce and also the important role our SeRve Employee Resource Group plays in supporting the veterans, Reservists, cadet leaders and their spouses and families here at NESO."

Cat Suckling, Regional Employer Engagement Director at West Midland RFCA, added: "Attending the NESO Armed Forces advocacy and Covenant signing event felt incredibly poignant and relevant at a time in which we are facing such geopolitical instability, with real repercussions seen in the price and supply of our energy."



"Listening to members of the Armed Forces network speak about their civilian roles felt incredibly similar to speaking to a group of soldiers due to the common values of responsibility, leadership and teamwork."

"I am in no doubt that NESO will continue with this momentum in working with the Armed Forces community and will go on to become advocates."

The type of pledges made vary from endeavouring to work with defence-funded recruitment agencies, supporting existing staff to become Reservists or Cadet Force Adult Volunteers, promoting the fact the organisation is forces-friendly and much more. Organisations of all sizes and sectors can support the Armed Forces community. In return they can develop mutually beneficial

relationships with Defence, and gain a wealth of interpersonal and transferable skills from employing personnel in the forces community.

West Midland RFCA's Engagement team work with interested organisations in our region who wish to sign the Armed Forces Covenant and those who wish to progress up the Employer Recognition Scheme ladder, increasing the support they offer to the Armed Forces community.

On behalf of the West Midland RFCA and the Ministry of Defence thank you to all of the organisations who have signed the Armed Forces Covenant, your support means so much to the Armed Forces community. To find out more please contact the West Midland RFCA Employer Engagement Team on wm-ee@rfca.mod.uk.



New multi-million pound build will improve Cadet's training facilities

Ground has been broken and work started on a new Joint Cadet Centre in Stafford.

The project is being led by West Midland Reserve Forces & Cadets Association (RFCA) and will provide new training facilities for the following units from Staffordshire and Birmingham (North Sector) Army Cadet Force (ACF): HQ Company, C Company (Stafford) unit, Corps of Drums. From the Royal Air Force Air Cadets the following units will move to the site: 395 (Stafford) Squadron, Aerospace Ground School and Wing Activity Centre.

The sustainable new build will contain two large classrooms, smaller break out rooms, offices and stores with the project is due for completion in summer 2025.

West Midland RFCA exists to support and enable Reserves and Cadets within the region. This project is being funded by the British Army under the Defence

Estate Optimisation Programme, which sees any regional improvements on the Reserve and Cadet estate led by the RFCAs.

James Bellamy, Head of Estate at West Midland RFCA, said: "This is a fantastic development and we are pleased it has started. It has taken substantial work to get to this point following the sale and movement from the old site under the Defence Estate Optimisation Programme. This new build will provide the Cadet units with their own purpose built modern facility, which will improve the experience and training they can provide to the Cadets."

Major Kevin O'Riordan, County Executive Officer for Staffordshire ACF, added: "The New Cadet facility will be a beacon for all young people in the Stafford area who want to be part of an exciting, challenging and rewarding cadet experience, having access to a purpose built modern cadet centre with both modern facilities and space will provide opportunities for both the Cadets and the community."

Sentiments that were also echoed by the Royal Air Force Air Cadets.

SUSTAINABILITY IS KEY
Sustainability is a big part of this project with the design aiming to achieve the Ministry of Defence's DREAM (Defence Related Environmental Assessment Methodology) Excellent standard.

DREAM is designed to assess a project's impact on a wide range of environmental aspects including Biodiversity, External Environmental Quality, Energy, Internal Environmental Quality, Procurement, Travel, Water and Waste.

SC Architecture Ltd and Seddon Construction Ltd have been appointed to deliver this project.

Mark Stephens, Architect at SC Architecture Ltd elaborated on some of the sustainability design elements:

"The building has been designed utilising a number of simple, robust techniques to improve its energy efficiency and minimise its long-term impact on the environment, including:

1. A simple form to minimise junctions and details that are disproportionately responsible for heat loss / air leakage.
2. Heating via air source heat pumps that, as the grid becomes decarbonised, will minimise reliance on fossil fuels.

3. Provision of a roof mounted solar array that, in conjunction with battery backup, will reduce reliance on the grid.
4. Heat recovery on all ventilation to ensure that heat losses are minimised while maintaining a healthy environment.
5. High levels of insulation (including triple glazing to all windows) that, in conjunction with the other features above, will enable the building to beat the current legislative requirements in terms of energy use by 100%."

Jason Dimelow, Contracts Manager at Seddon Construction Limited commented:

"Seddon are delighted to be involved with this prestigious project for the Armed Forces at the Beacon Barracks in Stafford as it is a fairly unique opportunity, and it will underpin the future of all the cadets in the Staffordshire area. We look forward to getting involved with all parties and in particular offering support to the local cadet community though our Corporate Social Responsibility plan which has been developed to suit the needs of the young people that will be using the facility."





AFPS 15

Many of you will be leaving the Armed Forces with deferred AFPS 15 benefits (so, benefits which are not payable immediately) and be taking up employment elsewhere in the public sector. In this article, Mary Petley of the Forces Pension Society takes a look at how the AFPS 15 continuity rule works if your new public sector employment starts within 5 years of your discharge and how the transfer rules work if the break is longer than that.

During your Armed Forces service your AFPS 15 benefits increase each year by 1/47th of pensionable pay with earlier years' pensions savings increasing by Average Weekly Earnings (AWE). The AWE factor, which is announced annually, is calculated using information based on the Monthly Wages and Salaries Survey, which samples around 9,000 employers in Great Britain.

Once you leave, your pension increases by the Consumer Price Index (CPI) and is normally payable at your State Pension Age (SPA) – this deferred pension age is common to all public sector pension schemes introduced since April 2015.

If you take up further public sector employment within 5 years of leaving, your pension becomes 'live' again. If any CPI increases have been applied, these are 'undone' and replaced by the normally more advantageous AWE rates - six out of the last seven years, AWE has been higher than CPI.

This continuity means that your Armed Forces service counts towards the normal 2-year vesting period to qualify for pension benefits in your new scheme. Further, if you are joining the Police or Fire and Rescue service, your accrued benefits are payable if you

leave at age 60 rather than at your SPA if they remained deferred. If the break is over 5 years, the continuity rule does not apply, and you have the choice as to whether to transfer your AFPS 15 benefits to your new scheme or to leave them where they are.

The transfer process is straightforward:

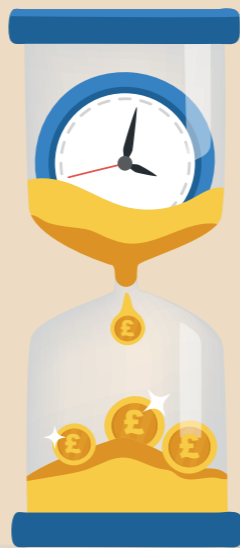
- Obtain a 'statement of entitlement' from Veterans UK.
- Ask your new scheme administrator what the value of your AFPS 15 benefits will buy in their scheme.
- If you decide to go ahead, apply to Veterans UK for a transfer value payment.

Transfers must be made within 12 months of being entitled to be a member of your new public sector scheme.

In reaching your transfer decision, the most important consideration is that public sector schemes (just like AFPS 15) have a 2-year vesting period, and transferring benefits in from elsewhere could mean automatic qualification. If you do not transfer, your deferred pension is treated in accordance with the rules at your date of discharge: if you do transfer, your whole pensions will be subject to the rules during your new employment.



If you are a Member of the Forces Pension Society and have pension-related questions, please contact us via 'Submit a Question' in the Members' area on the website. If you are not a Member but would like to learn more about us, visit www.forcespensionsociety.org



Why Health and Safety could be your next career

By the time members of the armed forces have finished their career in the military they have developed an affinity for discipline to the point where it's become second nature.

WHAT ARE THE OPPORTUNITIES?

The health and safety profession is now more popular than ever. More and more people are entering the field to not only enjoy a long and satisfying career but to also make sure that at the end of a long day's work, everyone gets home safely.

And with pressure mounting on businesses to maintain a high health and safety performance, the door is wide open for health and safety professionals to make a real impact in the workplace and enjoy a rich and rewarding career at the same time.

Not only that, working in health and safety isn't just morally rewarding, the average top-end salary advertised this year came in at £47,500, well above the UK national average. But before all this, individuals must develop their career in the field, by expanding their skills and knowledge with an industry recognised qualification.

It's this approach to everyday life which makes them so compatible for health and safety - by taking the necessary steps to avoiding life-threatening and harmful situations. When transitioning out of the military however, ex-military personnel may not always have the experience they might need to get into organisations right away without having actually done the job.

But more often than not they may have acquired key skills which can be utilised to great effect if given the right role. Indeed, many of the skills forged during an army career can prove invaluable in the transition to civilian life. This can include good communications skills, the ability to problem solve, attention to detail and having strong managerial skills.

WHICH QUALIFICATIONS SHOULD YOU DO?

There are two levels of Health and Safety qualification available for individuals to attain, from short introductory courses to higher strategic level courses. Both routes

which provide formal training to learners to move and handle people and objects safely within all industries and areas of work.

WHY CHOOSE ROSPA FOR TRAINING?

RoSPA has over 100 years of safety expertise, offering one of the widest ranges of safety training courses in the UK.

We place client satisfaction at the forefront of what we do. Not only do we have an exceptionally high pass rate, we remain committed to our belief that learning should be an enjoyable experience for delegates.

Our team of expert trainers is our biggest asset. They use a variety of interactive training techniques designed to keep delegates engaged and involved while they learn, many of whom return again and again. Our tailor made solutions also ensure our client's specific needs are met more exactly than a general course would do.

RoSPA also works with the MOD's Enhanced Learning Credits Scheme Administration Service (ELCAS), which provides its members with financial support in the pursuit of higher level learning. ●





Your name
Nell Light

When did you join the forces/police?
2000



When did you leave the forces/police?
2016 (although I'm still in the Reserves)

What regiment/unit/division were you with? Royal Army Medical Corps (RAMC)

What role did you play? Medical Support Officer (MSO)

What rank did you leave at? Major

What attracted you to buying a franchise rather than going it alone?

It is all about the support you receive and working with an established business model, as in the military you are not alone.

How did you find your franchise?

I went to a franchise exhibition following advice given in the resettlement process. I was blown away by all the options available in franchising, so I made a short list. I visited them all and found out as much as I could, it was great to get

to meet the people and be able to share in their vision and ethos.

Which franchise did you buy? Home Instead

How did you know it was the right franchise for you?

They showed all the same values that I learned to consider important in the Army and they felt like people I could genuinely work with. There was also the scope to grow the business and support even more people in my local community.

How did you finance your purchase?

I used my pension lump sum and a bank loan.

Why do you think ex-service/military people make good franchisees? What are the transferable skills?

The transferable skills are endless – I went for home care as it brings together all my experiences – community, care, family and high standards. The people are all important, we employ a large team, who care and believe in the business, which plays to my strengths of training, managing and leading people, something I enjoyed in the military.

What are some of the best things about being a franchisee?

Being your own boss! If I don't like the way something is done, I can change it, but of course following the model. It has really allowed me to run a significant business of which I am very proud.

What advice would you give to someone about to leave the forces/police and thinking of buying a franchise?

Use your resettlement time to visit lots of different organisations, even ones offering something you don't think you want to do – time spent in recce is never wasted and you can gain so much information from a couple of hours chatting to someone about what they do over a brew. There are lots of ex-military running successful franchises out there who are only too happy to tell you about what they do which will help guide you in finding out if it's for you.

Transferable skills

How franchising could be the perfect fit for your next role

Although many struggle to see it, skills picked up in the line of duty for King and country are eminently transferrable to careers in civvy street and even to owning your own franchise business.

Founded in 1977 and with a strapline of 'Discover Your Tomorrow', the BFA is the hub of franchising in the UK. The association strives to brighten people's futures, by showcasing the opportunities for businesses and individuals to transform their lives through franchising, whilst also providing an educational space and accreditations, governed by high standards and a code of ethics.

All ex-forces or police force franchisees we speak to, tells us about the highly transferable skills they have acquired during their service.

WORK ETHIC

Without doubt the work ethic of those coming from the services is 2nd to none and a highly valued attribute by franchisors looking for hard-working franchisees. Never underestimate how your tenacity and diligence is prized.

ABILITY TO FOLLOW INSTRUCTION

You will probably have spent many years being educated and following instructions, which coincidentally are the bedrock of the franchise business model.

SEE ONE, DO ONE, TEACH ONE

Your franchisor will give you full instructions on how to run the

business during your intensive training period with them, then you'll return to your territory to begin running the business on your own, but with head office staff either with you for the first few days, or at the end of the phone. You will also be given a comprehensive operations manual that will include instructions for every single aspect of the business to take away with you (or access online). In time, as you build the business you will go through the teaching model again as you train your own staff.

Although you are not directly following orders, it is still very important to stick to the model, the secret recipe you are paying for in your franchise agreement, that has been tried and tested over countless years, to ensure it the business works.

COMMUNICATION

Whichever force you served in, you will have been required to communicate with bosses, colleagues and sometimes, the public. This skill is going to stand you in great stead in your new life as a franchisee where you'll be talking to customers, staff and your franchisor on a regular basis.

One former RAMC officer who has had great success using her transferable skills is Nell Light.

Nell spent 17 years in the Royal Army Medical Corps as a Medical Support Officer including eight months in command of the Ebola Hospital in Sierra Leone.

On leaving the army, Nell bought her Home Instead franchise in 2016. Home Instead specialises in caring for older people, supporting them so they can remain in their own homes for as long as possible. Nell now employs 50 care professionals from her Andover headquarters.

BFA Survey reveals 99.5% of franchises are successful

could this be your route to safer self-employment?

In the latest BFA Survey sponsored by NIC Services Group, data has revealed that the commercial failure rate of UK franchises is just 0.5%, meaning they are virtually fool proof. Is this the evidence you need to consider franchising as a resettlement option?

Many people leaving the armed forces or police force dream of owning their own business, but realise, like our case study, former soldier Richard Elliot admits, he hadn't the first clue how to start or run a successful business.

VALUABLE SERVICE

After decades devoted to protecting our country and its citizens, your skills are exceptional but probably don't stretch to marketing, advertising and accountancy. With franchising you can still own your own business but with full support from day one and a 99.5% chance of making a success of it. Let the BFA help you take that next step.

WHO ARE THE BFA?

Founded in 1977 and with a strapline of 'Discover Your Tomorrow', the BFA is the hub of franchising in the UK. We strive to brighten people's futures, by showcasing the opportunities for businesses and individuals to transform their lives through franchising, whilst also providing an educational space and accreditations, governed by high standards and a code of ethics.

HOW THE BFA CAN HELP YOU BUY A FRANCHISE SAFELY

Not all franchise models are made equal. As in any walk of life (and business), some are better than others. All 350 of our members, who you'll find

on our website, have had their franchise business models thoroughly checked to make sure they are ethical, professional and sustainable. Furthermore, they have all pledged to adhere to our strict code of ethics, so you know you're in safe hands (but still do your due diligence).

FREE INFORMATION COURSE

Our website, www.thebfa.org is full of information about how to buy a franchise safely, but in the first instance, we'd suggest you complete our free, online Prospect Franchisee Certificate. The course will cover what to expect as a franchisee, from your first call with the franchisor and what question to ask, to seeking funding and specialist legal advice. Some franchisors will ask you to complete the course, so you have a basic understanding of franchising before they talk to you in any kind of depth, so get it done early and be ahead of the research game.

We sincerely hope you will give franchising a go and look forward to helping you make your self-employment dreams come true.



Your name: Richard Elliot

When did you join the forces?
1999

When did you leave the forces?
End of 2012

What regiment/unit/division were you with? 1st Bn The Staffordshire Regiment, completing tours of Kosovo, Bosnia and Iraq.



What role did you play?

I was in a rifle company in an armoured infantry battalion (warrior gunner/vehicle commander/section commander). Recruit training at ITC Catterick.

What rank did you leave at? Sgt

What attracted you to buying a franchise rather than going it alone?

I wanted to be self-employed but realised I hadn't a clue how to start or run my own business. That's when I looked into franchising because I believed that you would be starting a business but also having a support network and management systems already in place, and I was right!

How did you find your franchise?

I read an article with a current franchisee and arranged to meet him.

Which franchise did you buy? Drain Doctor (Derbyshire).

How did you know it was the right franchise for you?

The systems in place and the network were the main attraction having researched and met with a few different franchises. I felt this was the one for me.

How did you finance your purchase?

A loan through NatWest, who are really good with new franchise businesses, especially if they have worked with the franchise before and it's a reputable business with a track record.

Why do you think ex-service/military people make good franchisees? What are the transferable skills?

I think a lot of ex-squaddies under value our skill sets and do not feel ready for civilian life. It couldn't be further from the truth, there are so many transferable skills that just come natural to us but actually are difficult to acquire in civvy St. Eg: attention to detail along with doing the small things right, knowing then that the big things will be easier to deal with. Also being consistent and holding yourself and others to account comes more naturally if you have been in the 'green machine'.

What are some of the best things about being a franchisee?

Definitely being in charge of your own schedule and workload. Also, it's nice being able to give someone an opportunity and watch them progress within your business..

What advice would you give to someone about to leave the forces/police and thinking of buying a franchise?

I would tell them to find something they think they can throw themselves into. It's hard to leave the military and sometimes people struggle with their identity once they have left. I think you must put your heart and soul into something new, and trust that your background will help not hinder you.



Screen Rescue Birmingham SETS NEW RECORD OF: £103,980 T/O in Y1



A Civilian Life of purpose with

Screen Rescue

Why not own and operate a trusted and valued business in the Commercial Automotive Industry with an award-winning Screen Rescue Franchise?

Many service-leavers struggle with the return to civilian life and take up franchise ownership in their mission to find a role that continues to fulfil, motivate, and challenge them.

With transferrable skill sets ideally suited to most franchise systems and a proven business model to follow closely, franchise ownership can provide a robust safety net for ex-forces yearning to be their own boss.

Screen Rescue is the UK's only award-winning franchise providing a wide range of vital windscreen and glass repair services to all sectors of the thriving Commercial Automotive Industry, now worth £67bn to the UK economy.

Our purpose is simple: we repair windscreen and glass damages on a regular and reliable basis rather than replacing them, so that hundreds of our commercial automotive clients continue to make significant savings every day.

Our clients include new and used car garages, freight, haulage, transport, distribution and logistics carriers as well as school transport, mini-bus and coach hire, and public transport. Even civil engineering and construction companies together with local government, essential services and major fleet operators all enjoy the 'wow!' factor of our unbeaten repair results.

Screen Rescue provides an excellent opportunity for those seeking the freedom and flexibility of running a van-based franchise from home where the more clients you look after, the more repeat business you carry out; the more you can earn.

The franchise license comes with a protected territory designed

to deliver the maximum reward for your efforts so you can build a multi-van operation and scale up your franchise in line with your real ambitions.

Full training and award-winning franchisee support is provided in all areas of this franchise business, so no previous experience is required. The business model is simple to learn; highly profitable and easy to manage with Head Office support from Screen Rescue. Generating repeat business and multiple revenue streams, the rewards for hardworking franchisees really are unlimited.

There is no better time to join Screen Rescue. In January's VFA23 Awards we collected 'Best Franchisee Support' Gold Award Winner and last year our Stevenage franchisee, Keith Harrison picked up 'Franchisee of the Year' Gold Award Winner in the VFA22 franchise awards, as judged and sponsored by Barclays Bank. In the VFA24 awards, record breaking franchisee, Glenn Bowker is already nominated for 'Franchisee of the Year'.

We are on a mission to recruit ambitious franchisees with the drive and energy to be their own boss. If you are looking to return to civilian life and want to take up a business with real purpose, owning and operating a Screen Rescue franchise business could be the right resettlement opportunity for you. But don't just take our word for it.



CASE STUDY: Franchisee, Glenn Bowker

TERRITORY: Screen Rescue BIRMINGHAM

TRADING TIME: 12 Months

TURNOVER Y1: £103,980

GROSS PROFIT MARGIN: 87.2%

OPERATING VANS: 1

Q1. Why did you decide to become a franchisee and start this franchise business?

I had come to a point in my life where I needed to make a definitive decision as to which direction I wanted my future working life to take and after much thought and soul searching I decided that I wanted to be my own boss and the Screen Rescue business model ticked the boxes that I was looking for in being able to manage my own business alongside the extensive support they provided.

Q2. What research did you do before choosing Screen Rescue?

I performed as much local market research as possible, including looking at the numbers of potential clients in each business sector and trying to find out as much as I could about my local competition to see what kind of market may exist for the commercial screen repair services

Q3. What were the challenges you faced, and how did you overcome them?

Initially it was a big challenge to get enough decision makers to talk to me and discuss my service offering but with tenacity and calling back, I managed to speak with them and once I was able to demonstrate my capabilities I repeatedly signed up new clients for regular fleet checking services over the first 3-4 months.

Q4. How have your daily activities changed now you're in month 12 of trading?

My time is now spent mainly providing my repair services to my current client base rather than selling to new potential clients, because I'm pretty much at full capacity for a single van operation.

Q5. How do your client numbers look now vs when you first started trading?

I currently have around 90 active clients and I'm still adding approximately 1-3 clients per month on average.

Q6. What makes your business unique?

Alongside offering both chip and scratch repair – which no other provider in my area seems to do - I feel my professionalism, my repair quality and my reliability is what really sets my business apart from the competition.

Q7. How do you feel about setting a brand-new Screen Rescue record of £103,980 turnover in your first trading year?

I'm absolutely delighted with how the first year's trading has gone. My original revenue target was for around £50k in my first year so the actual performance being double that has way exceeded my expectations of what the franchise business model could offer so early in the process. The challenge now

is to keep producing consistent results in my second year.

Q8. What do you most enjoy about working for yourself?

I love the flexibility working for myself provides and the lack of any stifling corporate culture and structure.

Q9. What would you say are your top three skills and attributes that helped to get you there?

I really don't think the answer is that complex; just a mixture of hard work, tenacity, delivering high quality repairs and being consistently reliable for your customers while following the proven business model – it does what it says on the tin.

Q10. What is the greatest challenge you now face?

To keep the jobs rolling in and ensure I continue to use my time as effectively as possible. It genuinely does help with the daily support I receive from Head Office – without them I'd be desk bound chasing invoice payments and pushing paperwork.

Q11. What are the qualities of a successful entrepreneur?

Hard work, tenacity, having a good understanding of which jobs and which clients make money and prioritising them accordingly while having a good handle on your P&L on an ongoing basis.



KEITH HARRISON, AWARD-WINNING FRANCHISEE

"I was attracted to the extensive franchise package and the exceptional level of training and ongoing support you get with a turnkey Screen Rescue franchise. Right from the start I had total confidence in the professional way the franchisors assisted me with my business plan and my tailored financial forecast, and found it was a straightforward process to raise the funds I needed for my working capital."

"Now three years on, I'm expanding my business portfolio, having purchased my second territory from my own company profits. With award winning franchisee support and the Tailored Franchise Expansion Support Package, I'm recruiting my first Technician and opening Screen Rescue Milton Keynes in New Year."

"I know the Franchise Expansion Plan and the proven systems in place will take me through my multi-van scale-up and I can't wait to get going again!"

Keith Harrison, franchisee Screen Rescue Stevenage GOLD WINNER VFA22 'Franchisee of the Year'

Q12. What advice would you give to any other franchisee considering joining Screen Rescue?

Do your local market research and understand the local business potential.

Q13. What plans do you have over the next three years?

I plan to consolidate and stabilize the business for the next 6-12 months and then look at possible expansion of a new technician in the Birmingham

area and then also review the possibility of expanding the operation into new postcode areas in the Midlands in the mid to long term.

SCREEN RESCUE

- VFA24 Glenn Bowker nominated: Franchisee of the Year
- VFA23 Gold winners: Best Franchisee Support
- VFA22 Gold Winner: Franchisee of the Year
- VFA22 Silver Winner: Best Franchisee Support



Imagine owning a substantial multi-van business in the Commercial Automotive Industry. With a Screen Rescue franchise opportunity, now you can!

Become your own boss and reap the rewards of your own hard work with the UK's award-winning windscreen and glass repairs franchise.

- Unlimited earnings • Award-winning support • Scalable business



The Screen Rescue license fee is £19,750 + VAT (VAT is reclaimable). Our bank approved business model enables you to borrow up to 70% of the total investment. Personal investment of 30% is required. T&C's Apply. Utilising the bank funding option, means most individuals can enter this franchise with personal savings of just £10,500.

Why Automotive Franchising is a Smart Fit for Former Military Personnel

Finding employment can be a challenge for many military personnel as they transition from active duty, yet hundreds of veterans have found success through franchising.



COMMUNITY NETWORK

Similarly, to the Armed Forces when you join a franchise network you are never alone. The systemisation and support network within franchising is very similar to the forces. Franchisees benefit from business, marketing and technical support, as well as the franchise community network. ChipsAway franchisee, Pat Badder has utilised head office and neighbouring franchisee support since he bought his franchise in March 2020. "It's a fantastic network full of people that are willing to help you."

But it's no surprise that so many ex-forces have taken the leap into automotive franchising, as there are so many transferable skills.

Pat Badder, owner of ChipsAway Grantham discovered the skills he had obtained in the army could be transferred into running his own car body repair business.



"I joined the military in the 1970s, and completed tours in the First Gulf War, Northern Ireland and Bosnia. I was then commissioned into the Logistics Corps and did tours of Iraq and Afghanistan. I took redundancy in 2011 and moved straight into the Reserves where I did another eight years and finished up at the rank of Major."

"I was into my last year of the Reserves when I happened to see a ChipsAway van drive past and was intrigued. The idea of working for myself was very attractive to me – and I also wanted to learn new skills and provide a service."

"A ChipsAway franchise is tailor-made for Forces people because you follow processes. You must practice equipment care and you have got to be disciplined with the repair process. It's then just a case of getting your repair time down, I often thought I don't think I can make that any quicker. But sure enough, in a month or two, the repair time goes down."

As well as equipment care and discipline, there are many more character attributes that can be transferred into running your own franchise business.

DETERMINATION = SUCCESS

Being in the military requires determination and confidence to succeed, similarly, to running your own business. Determination is required to ensure a franchise business witnesses growth and profitability. Andy Darby used the determination skills he had obtained in the British Army to start his own successful ChipsAway franchise.

"I spent 11 years in the British Army prior to joining ChipsAway and all my skills and experience of running a business have been gained whilst operating my own franchise."

Whilst I think my own standards and determination have been a driving force I have been learning on the job. Being a soldier gave me the skills to be successful and being a business owner has helped me realise that. Over the last 21 years I have continued to learn by attending training courses run by ChipsAway and working with others in the industry to help improve my knowledge."

EXECUTING A PLAN

Although a franchise owner receives a proven business model and ongoing business support from the

franchisor, executing plan is the down to the franchisee. Developing a working business model requires an entrepreneurial approach similar to the military training veterans receive.

ChipsAway franchise owner, Andy Darby used his past experiences in the military to expand and develop his mobile car body repair business into a multi-van and fixed based centre operation.

"I started operating in 2000 from a single van working around St Neots, Cambridgeshire and quickly became busy and profitable, so much so that I put another van and technician on the road within a couple of years. This continued and I invested in another van and technician a couple of years later. Currently I operate two vans, a Car Care Centre and an accident repair bodyshop."

MENTORING

After running a successful ChipsAway franchise for over 20 years, Andy now mentors new franchisees within the ChipsAway network.

"I have been fortunate enough to have been involved with mentoring new starters for several years. Typically, this will involve spending time with them offering tips and advice on everything to do with their new business, from Facebook ideas,

local marketing to offering advice on repairs that they have not done before (and how to rectify ones that didn't go quite according to plan!).

I am permanently available to chat any time or day of the week about anything they want, not just business related. It is an aspect of my day that I enjoy as I can see I can make a difference sometimes by just offering words of encouragement. I am still as passionate about the business and ChipsAway as a whole and am always happy to help a neighbour if they are stuck or Head office if they want some feedback on a new piece of kit or product."

ADAPTING TO CHANGE

Typically, military personnel are trained to be adaptive to change, in the forces, everything can change in an instant. So, when the Covid-19 pandemic hit in March 2020, Andy had to quickly adapt his ChipsAway business to reduce outgoings and make customer safety a priority.

"During the Covid-19 pandemic I have had to put extra safety measures in place and closely monitor my expenditure. I have kept outgoings to a minimum and looked at offering discounts and extra services to ensure we booked work in. With the easing of restrictions, we have been able to enjoy a certain amount of normality again."

MILITARY PERSONNEL TO CAR BODY REPAIR TECHNICIAN IN 4 WEEKS

By joining ChipsAway you get to benefit from our excellent reputation and training programs. Our training programs are designed to not only give you the practical skills you need to repair car paintwork damage, but also to help you hit the ground running with sales and marketing.

As part of the ChipsAway package, all new ChipsAway franchisees spend an initial 4 weeks on IMI accredited technical training to learn 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.

Pat comments; "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."

NATIONAL MARKETING CAMPAIGN

The ChipsAway franchise package not only includes business mentoring from an experienced franchisee and ongoing franchise development from a dedicated team, but also full marketing and advertising support including

THE CHIPSAWAY FRANCHISE PACKAGE

By becoming a ChipsAway franchisee, you are investing in a tried and tested business model, with a license to trade in your own area, using the ChipsAway brand. This gives you the recognition of a company that has been around for over 25 years and is nationally recognised by hundreds of thousands of customers across the country.

national TV and digital campaigns generating an average of 1,000+ leads per franchisee in 2020.

"ChipsAway has promoted the business very well online and with TV adverts over the last few years and this has led to an uptake in business leaving us able to get on with the repairs." – Andy Darby, ChipsAway.

MAKING A CAREER CHANGE INTO FRANCHISING

In most cases, investing in a franchise can be the perfect choice for veterans. The highly transferable skills that ex-military personnel possess are a great match for franchising, and the training, network community, unlimited support and opportunity to lead has helped many ex-forces personnel create fantastic businesses of their own with ChipsAway.

From Forces to Franchising

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

ChipsAway franchisees offer a convenient high quality and cost-effective alternative to car body shops through mobile SMART repair.

No experience necessary - full training is provided! Be your own boss and take control of your life. Benefit from fantastic earning potential, and full sales and marketing support from head office, including TV advertising.



Over £150k Worth of Leads Generated per Franchisee in 2020*



Market-leading Brand with Proven Demand



National Marketing Campaigns, inc. TV, Social & Digital

Get started from £15,000 +VAT**

* Based on the number of leads received in 2020 at our average repair value.
** The franchise is £29,995+VAT, but with the various pricing options that we offer, you only need £15,000 + VAT of your own funds to start your business.

"I'm more financially secure than I have ever been."

ANDY DARBY - A ROYAL ENGINEER FOR 11 YEARS AND CHIPSAWAY FRANCHISEE FOR 19 YEARS



Call now 0800 980 5422 **ChipsAway**
www.chipsaway.co.uk LIKE IT NEVER HAPPENED

The MoD Enhanced Learning Credits Scheme

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

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



BACKGROUND

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

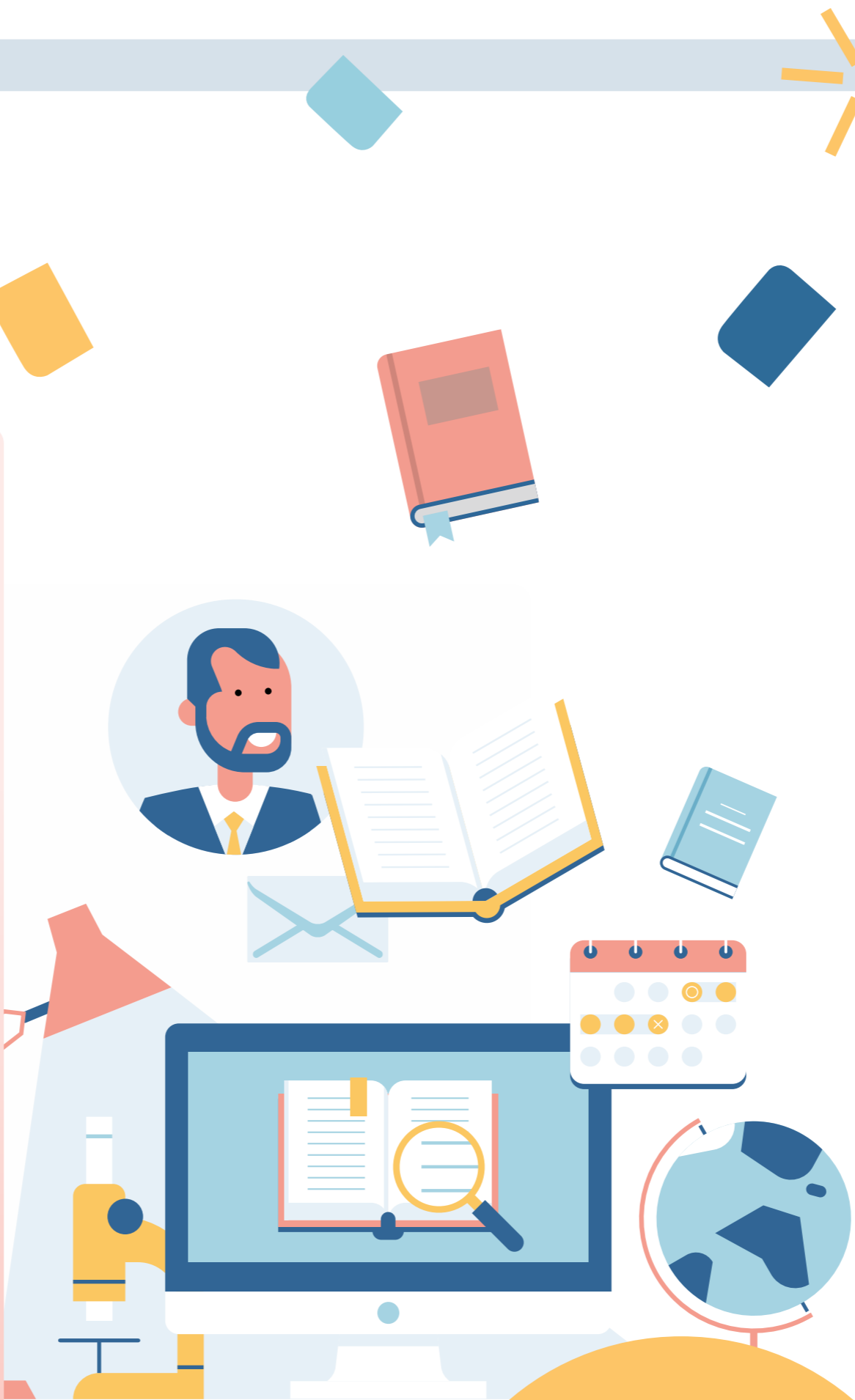
If a Service Personnel has obtained 120 credits this would result in a Higher Education qualification and makes them not applicable for this scheme. MOD and the relevant national education authority in England, Scotland, Wales and Northern Ireland pay for the tuition fees in full rather than the individual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

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

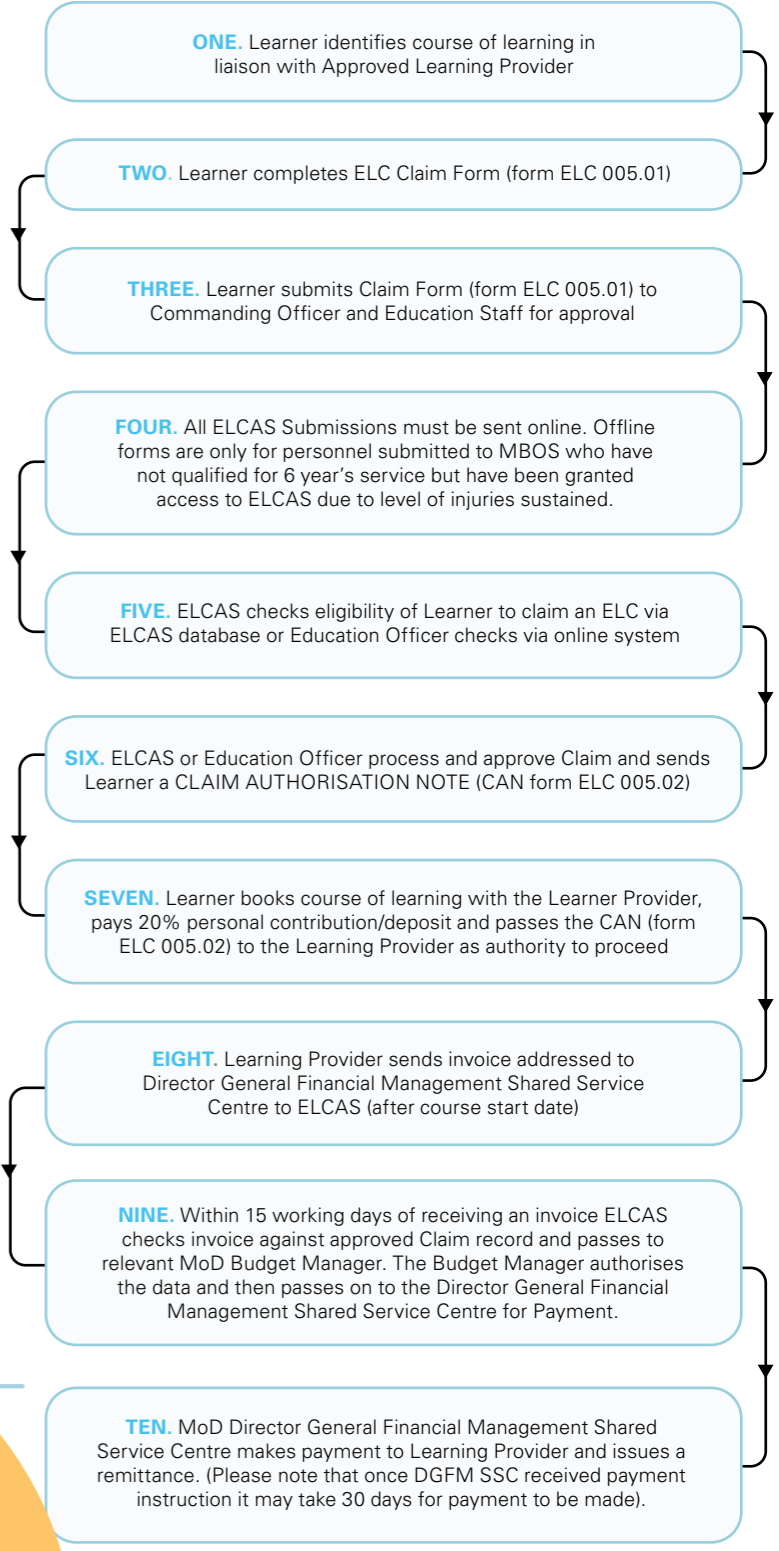
CLAIMANTS PLEASE NOTE: YOU ARE REQUIRED TO SUBMIT A CLAIM FOR EACH ACADEMIC YEAR OF THE COURSE. ONLY ONE YEAR OF STUDY SHOULD BE ENTERED ONTO EACH CLAIM FORM.

Getting Started: How does it work?

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



Claim Process to be Followed by Learners and Learning Providers



FURTHER INFORMATION

If claim is rejected in step three (return to step one) or five (return to step three).

Invoices for unauthorised claims and/or missing the required information returned to the learning provider.



Claiming

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

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

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

Claiming ELC Funding

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

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



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

TWO. ELC funding is only available for courses that result in a Nationally Recognised Qualification at level three or above on the National Qualification Framework or level six or above on the Scottish Credit and Qualifications Framework. Just because an organisation is listed as an Approved Provider does not mean that all of their courses are of the required level.
TOP TIP: The course must be listed as an approved course (on the ELCAS website) for your chosen Learning Provider. You can verify this information by viewing the Searching for a Learning Provider page.

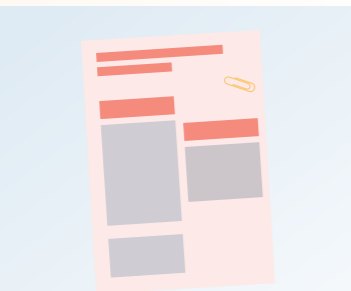


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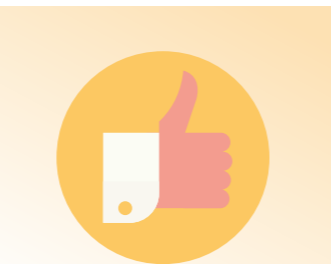
SIX. You must make a personal contribution of at least 20% towards the total course cost. You will also be responsible for any costs associated with food, accommodation, course books, material, travel and subsistence.
BE AWARE: MOD rules strictly forbid the acceptance of inducements or incentives from 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.

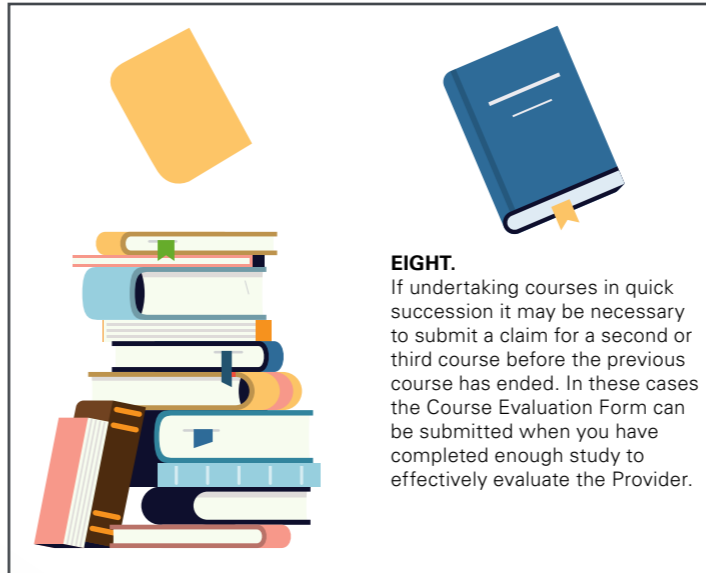


THREE. You must present your Claim Authorisation Note (CAN) to your chosen Provider before your course start date. If for any reason you do not undertake the course you must submit a request to cancel/reinstate the claim. Failure to do so may result in the loss of Scheme Membership, which will prevent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

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

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,
 Room 221B
 Home Command
 Ramillies Building, Army HQ
 Monxton Road, Andover
 SP11 8HJ

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

ROYAL AIR FORCE
 Learning Credits Administrator
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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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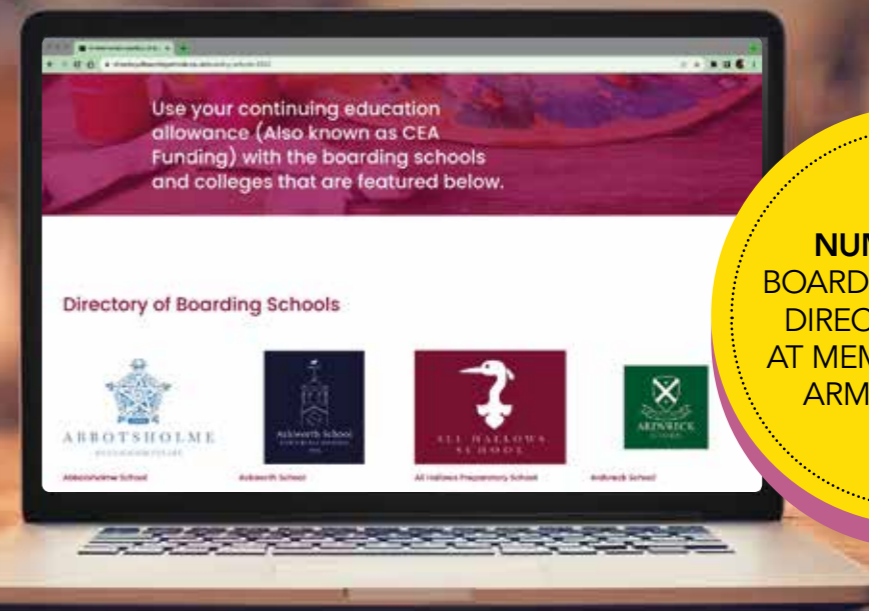


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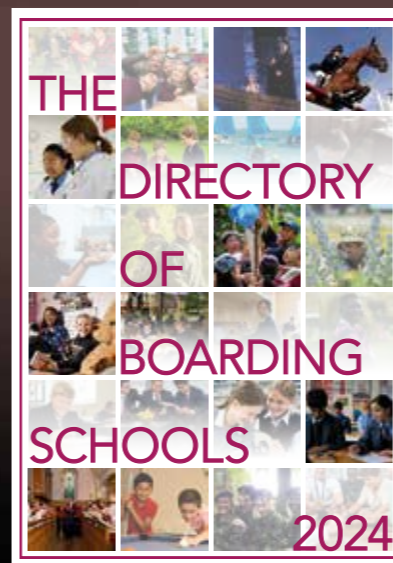


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