

ACT NOW!

Apprenticeships and Careers



Myth or Reality?

"Apprenticeships are for the less academic and people who don't do well at school"

Absolutely not! Apprenticeships can be just as challenging and rewarding as traditional GCSE, A Level and Degree study programmes. We currently have just over 340 apprentices undertaking apprenticeship training from Level 2 (GCSE) right up to Level 7 (Masters) level.

Did you know?

Yesterday was **World Admin Professionals Day!** This was a great opportunity to celebrate our administrative teams who keep our departments and wards running from day to day. We attended a Tea and Cake morning with our non-clinical Staff Governor Caroline Claydon as well as other administrative staff from a range of departments which was a fantastic chance to network across our teams.



LIVE VACANCIES - GHFT/GMS

[Apprentice Medical Administrator - Gastroenterology](#)
Level 3

Closing Date: 03/05/23
Start Date: TBC

[Apprentice Customer Service Specialist - Elective Care](#)

Level 3
Closing Date: 04/05/23
Start Date: TBC

[Apprentice Business Administrator - Unscheduled Care](#)

Level 3

Closing Date: 04/05/23
Start Date: TBC

[Apprentice Medical Administrator - Unscheduled Care](#)

Level 3

Closing Date: 04/05/23
Start Date: TBC

[Apprentice Healthcare Assistant - Various](#)

Level 2

Closing Date: 17/05/23
Start Date: September

[Trainee Nursing Associate - Various](#)

Band 3

Closing Date: 22/05/23
Start Date: September

LIVE VACANCIES - GHC

[Apprentice Podiatrist](#)

Level 3

Closing Date: 29/03/23
Start Date: September

[Apprentice Liaison & Diversion Support Worker](#)

Level 2

Closing Date: 29/03/23
Start Date: September

COMING SOON!

Apprentice Clinical Coder - Clinical Coding - L3

Apprentice Junior Energy Manager - Sustainability L3

Apprentice Corporate Responsibility & Sustainability Practitioner - L4

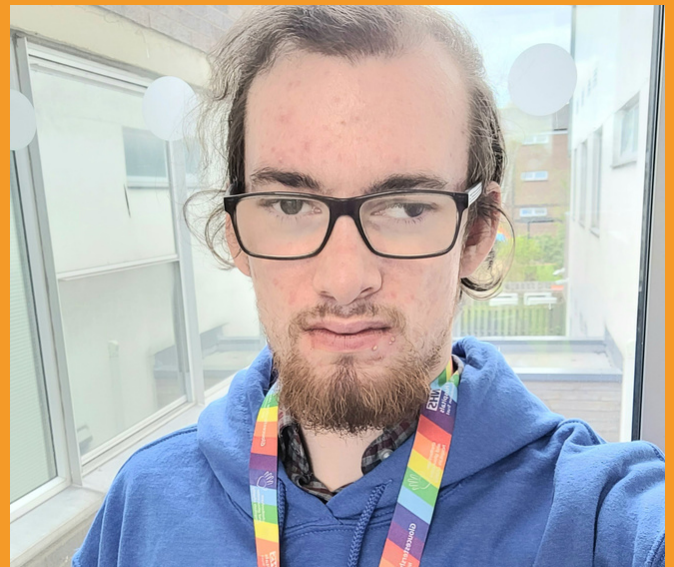
Degree Apprentice - Cardiac Physiologist - L6

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MY LIFE, YOUR FUTURE?

I joined the Apprenticeships and Careers Team four months ago now having started as an **Apprentice Customer Service Practitioner** on a Level 2 standard. In that time I believe I have settled in exceptionally well into the team having received outstanding support from my managers and other colleagues. I am gratified that I have been able to take on a number of varied workstreams within my team from designing and editing this very newsletter, preparing social media graphics for Twitter and Instagram and monitoring engagement on those platforms, taking professional photos at events we attend as well as answering internal and external enquiries on both the telephone and by email. I am hoping in future to be able to take on



DAN MOORE
APPRENTICE CUSTOMER SERVICE PRACTITIONER

other tasks where needed such as multimedia in order to generate videos etc. to promote the work of our department and our apprentices as well as to help with various events we attend particularly at schools, in order to raise awareness of apprenticeships and careers within our Trust. I believe that apprenticeships in particular are an excellent way to both start and develop a career and I am passionate about developing and growing the opportunities we have available in our Trust in order to provide the best chance for people to succeed.

FOLLOW US TO KEEP IN THE LOOP



@ghft_apprenticeships



@GH_apprentices



Did you know a career with the NHS has loads of benefits?

- Discounts including Blue Light.
- 350+ different careers.
- Career progression opportunities.
- Excellent pension scheme.
- On site childcare
- Apprentice bus pass

and many more....



Take the NHS Careers Quiz

Follow the link below to the NHS Health Careers site to complete a short quiz which aims to match you with your ideal career route. Information on various different opportunities including apprenticeships is also available: <https://www.healthcareers.nhs.uk/>



APPRENTICESHIP OF THE WEEK CUSTOMER SERVICE SPECIALIST



Customer Service Specialists are involved with direct support to all customers within a certain sector or organisation. In the context of a healthcare setting Customer Service Specialists may be expected to act as a conduit between patient and service to progress treatment or to help maintain a validated and prioritised waiting list, as well as naturally maintain appropriate and high-quality communication as they should be a referral point to deal with more complex or technical enquiries. The role may be an upskill from the Level 2 Customer Service Practitioner or could be ideal for those wishing to enter the workforce having completed their GCSEs. Following completion of this apprenticeship post holders may choose to advance onto a role such as the Level 4 Policy Officer standard, the Team Leader Level 3 apprenticeship or onto a permanent banded post such as to support clinical teams or into another non-clinical specialism such as payroll, IT, business management or marketing. Entry requirements for this apprenticeship would be GCSE English and Maths to be achieved to at least a Grade D/3 and the candidate must have at least some experience of working as part of a team, competence of working with Microsoft Office and other appropriate IT systems, and an understanding and respect for Data Protection policies.

CAREER OF THE WEEK NURSING ASSOCIATE

Nursing Associates are involved with delivering care for patients working alongside Healthcare Assistants and support workers. It is intended to be a stepping stone towards becoming a Registered Nurse. Typical duties they may be involved with include but are not limited to performing venepunctures and ECGs, supporting individuals and families who may receive a life-changing diagnosis, performing clinical observations such as blood pressure and respiration checks as well as ensuring the privacy, dignity and safety of patients is respected and adhered to at all times. In order to become a Nursing Associate candidates must have GCSEs Grade 9-4/A-C in English and Maths or a Level 2 Functional Skills qualification in both English and Maths. Candidates will likely enter the programme as a Trainee Nursing Associate (TNA) and in turn in order to enter this apprenticeship they should have been working as an Apprentice Healthcare Assistant for at least 12 months and have completed their Care Certificate. They must demonstrate that they are able to work competently within a multi-disciplinary team, have insight into their own personal development needs and goals and have an ability to deal with an unpredictable and ever-changing workload.



T Level Thursday

Fact: T Levels are an alternative to both A Levels and apprenticeships and are equivalent to 3 A Level courses.



Apprentice Healthcare Assistant



Gloucestershire Hospitals
NHS Foundation Trust

Available to apply now

Start in September 2023

FOR MORE
INFORMATION
PLEASE SEE
NHS JOBS



jobs.nhs.uk



JOB SUMMARY

Are you looking for a career
in Healthcare?

This is an excellent opportunity to gain valuable clinical experience and training in an acute hospital. Healthcare Assistants play a vital role in the care of our patients.

We have a number of vacancies available on different wards and departments at both Gloucestershire Royal and Cheltenham General Hospitals.

We care 24 hours a day, 7 days a week for our patients. Come and join us to be part of our teams that are delivering Best Care for Everyone.

Deadline for
applications
closing:
17th May

Assessment
day: 24th May

Interview day:
31st May

**Healthcare
Support
Worker
Intermediate
(Level 2)**

Contact:

Apprenticeships and Careers Team
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0300 422 5176