

Healthcare Horizons

Pre-Employability Training Programme

NHS apprenticeships for local
people aged **16 to 29**

Healthcare Horizons

Public Health

Barts Health NHS Trust

healthcareersproject.bartshealth@nhs.net



Overview

The Healthcare Horizons (HH) programme is a core part of the Public Health Team's vision of addressing health inequalities in East London. By filling lower-banded apprenticeship and job vacancies in the Trust with local people, we can support the development of a workforce that represents the local community and its needs, and can therefore contribute to service improvement.

Eligibility criteria:

- Aged 16-29 years old
- Lived in the UK/EU for the past 3 years or over
- Have good GCSEs in Maths and English (A*-C) or an equivalent Level 2 qualification
- Live in Newham, Hackney, Waltham Forest or Tower Hamlets
- Out of education at the point of application

Apprenticeships and jobs (as and when vacancies become available):

- **Business Administration** - Level 2 & 3 (on-going)
- **Healthcare Assistant/Healthcare Support Worker** – Cohorts, usually Level 2
- **Nursing Associate Degree Apprenticeships** – Cohorts, Level 5

Candidates that meet the requirements of the programme and complete training will have access to any ring-fenced apprenticeships made available in the Trust.



The Process

Submit CV to

healthcareersproject.bartshealth@nhs.net (please add your current address and cohort number for availability purposes)



Information Day (including Functional Skills Assessment in Maths and English)



Interview



Training



Talent Pool

Apprenticeship vacancies will be sent out for candidates in the talent pool to apply for



Further information

Selection criteria:

- **Level 2 in Maths & English**
 - Candidates will sit a functional skills (FS) assessment in Maths and English on our information day, and are expected to score at least a Level 1 to progress
 - For those who do not pass the test, we can refer you to a partner who can help you achieve Level 2 in both Maths and English
- **Interview**
 - Our team will interview those who pass the FS test for competency and interest in our NHS apprenticeship roles

Training:

A mandatory two-week training programme will be provided for up to 20 candidates per cohort, with an intake of 11 cohorts until 2021.

See below for a few of the topics that will be covered in the training:

- **‘Introduction to Health’** programme, including: Barts NHS Health Trust visions and values, writing supporting statements, presentation and interview skills and equality and diversity
- Working towards an **accredited Level 2 qualification** in Common Health Conditions, and several **interactive motivational workshops**



Post-training

Talent Pool:

- The opportunity to access the talent pool will be made available only to candidates who successfully complete the full two-week training programme
- Talent pool candidates will be able to apply for any band 2-4 ring-fenced apprenticeship opportunities in the Trust, as well as opportunities at other hospitals and Trusts in east London
- As part of our post-training offer, Talent pool candidates will have access to Healthcare Horizons supporting statement and mock interview support.

Advertising process for Band 2 and 3 apprenticeships:

The Recruitment and Selection Policy states that the Recruiting Manager (RM) or Recruitment Team (RT) will advertise a job for a week internally in the first instance. Both internal and Talent Pool candidates will have the opportunity to apply for the post during this period.

If there are no successful applicants from the internal/Talent Pool, the RM/RT can re-advertise the job externally for 2 weeks.



Nursing Associate Degree Apprenticeship (leads to FdSc Nursing Associate degree)

The Trust are starting cohorts of **2 Year Degree Apprenticeships**, training individuals up to be band 4 registered Nursing Associates.



Due to the current COVID-19 pandemic, Barts Health NHS Trust will be starting Nursing Associate Degree Apprenticeships from March 2021 onwards at the earliest. Please take this into consideration when applying.



Level 2 & 3 Business Administration



The **majority** of Barts Health NHS Trust apprenticeship vacancies fall under business administration, typical duties of an administrator include:

- Filing
- Room booking
- Accessing and utilising IT services
- Processing patient records
- Preparing business documents and presentations

Please note: if you are successful in securing an apprenticeship vacancy, the specific duties may be different to the examples set out here.



Level 2 & 3 Healthcare Support Worker/Assistant

Typical duties of a HCA/HCSW include:

- Sterilising medical equipment
- Washing and dressing patients
- Serving meals and feeding patients
- Talking to patients
- Maintaining patient records
- Taking patients temperatures, pulse, respiration and weight



Once completed, it is possible to apply for a Trainee Nursing Associate (TNA) apprenticeship internally in the Trust if a candidate is looking to pursue a career in nursing/midwifery.

We will be prioritising places on Cohort 9 and 10 for those interested in Healthcare Support Work Apprenticeships

Please note: if you are successful in securing a vacancy, the specific duties may be different to these examples set out here.



Candidates who are interested in the programme and want to attend an information day will need to send an **updated CV** with their current postcode, a specified cohort number (see last page), any previous work experience, and/or their academic background, to:

healthcareersproject.bartshealth@nhs.net

Any questions? Get in touch

Aidan Bohan-Avery (Health Careers Outreach Officer)

aidan.bohan-avery@nhs.net

Healthcare Horizons Team

Public Health

Royal London Hospital



	INFORMATION DAY	INTERVIEWS	TRAINING
COHORT 9	7 th September 2020	14 th -18 th September 2020	21 st Sept – 2 nd Oct 2020
COHORT 10	2 nd November 2020	9 th -13 th November 2020	16 th -27 th Nov 2020
COHORT 11	25 th January 2021	1 st -5 th February 2021	8 th -19 th February 2021

Please specify which cohort number you can attend on your CV. You must be free for the information day, at least one day in the interview week and the full 2 weeks of training (Mon-Fri).

March 23rd 2020: COVID-19 Update

Given the ongoing COVID-19 pandemic, please treat the above dates as provisional. After you send your CV to us, the team will update you with confirmed dates closer to the cohort start date.

