



# Internship Programme

## Timeframes

**15 Mar to 9 Apr Colchester**

Deploy to teams 19 April to 30 May 10

**5 to 28 May Location TBC**

Deploy to teams 7 June to 16 July 10

**29 Sep to 22 Oct Location TBC**

Deploy 1 November to 10 December 10

**6 to 28 Jan 11 Location TBC**

Deploy 7 February to 18 March 11

## Training

The induction and training that an individual will receive will take 17 days and will be delivered in a single block. It will be classroom based and will take place prior to an attachment to a Skill Force Team.

- 2 Types of Course
  - Those already back to work but unable to deploy and looking for meaningful jobs to do
  - Those on the Recovery Pathway but still sick absent either in Units, Divisions or at Defence Medical Rehabilitation Centre
- 2 Types of Opportunity
  - Service personnel to undergo training and then attached to a Skill Force Team
  - Senior ranks and officers to undergo some training but to act in other capacities ie. instructing the training or other projects within Skill Force for an attachment
- Training – the Interns will receive basic training which will prepare them for their attachment to Skill Force teams. It will also provide some inspired personal development opportunities. Once an Intern has been trained then the length of the attachment will be for a minimum of 6 weeks but can be longer and will be flexible to allow for continuity of treatment if necessary.

## Basic Training Subjects

- First Aid at Work
- On Site Safety Management
- Equality and Diversity
- Risk Awareness
- Child Protection Policies
- Portfolio Based Learning
- Social Event
- Classroom Methodologies/Strategies
- Behaviour Management/Conflict Resolution
- Visit to a Team
- Administration
- Graduation/Certification



An opportunity for long-term sick and injured of the 3 Services

- *Operational or non-Operational injured*
- *Whether leaving the service or continuing to serve*
- *Temporary Work Placement or Graduated Return to Work*
- *Full induction and training provided*
- *Free*

## How to Apply

Applications must be submitted through the chain of command and should be submitted to:

Lt Col Nicky Murdoch AGC (SPS)  
Internship Programme Manager

Call: **07788 834077**  
Email: [internship.programme@skillforce.org](mailto:internship.programme@skillforce.org)  
Web: [www.skillforce.org](http://www.skillforce.org)



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Registered Charity No: 1105022



## Internship Programme Aim and Outcomes

Through engaging with Skill Force teams in the instruction of children in schools the aim is to give interns the confidence to return to work after an extended period away. It is applicable to personnel leaving the Service or intending to remain and is an opportunity for long term sick and injured personnel to undertake a meaningful temporary work placement as part of their road to physical and emotional recovery. It is for those who are in long-term treatment programmes whether injured on Operations or not. In addition it is also for those personnel who have been upgraded above P0 and who have returned to work but find that they are unable to deploy with their units and for whom it is difficult to find meaningful employment until their future is clear.

The programme is sponsored by the MOD as part of their continuing support of their Service personnel and is being funded by Help for Heroes, The Veterans Challenge Fund and the Army Benevolent Fund.

The programme will provide training to all Interns. Interns will be attached to Skill Force teams for periods varying in length from 6 weeks or longer.



## What is Skill Force and What Does it Do?

Skill Force started life as an MOD project and is now a youth education Charity that works with young people who are disengaged from education in secondary schools across the country.

It offers an alternative curriculum in years 10 and 11 to those likely to be permanently excluded, those who frequently truant or are under achieving in school.

It delivers a vocational training programme which provides recognised qualifications including ASDAN (Award Scheme Development and Accreditation Network). Bronze and Silver Awards, St John's Ambulance Young Life Saver Award, Duke of Edinburgh Bronze Award, Wider Key Skills Certificates such as Working With Others and Problem Solving.

Skill Force has achieved excellent results in reducing truancy levels and improving attitudes and attendance at school. 80% of the Skill Force staff are ex military from across the 3 Services and they work in schools successfully instructing and developing life skills which represent real attainment for individuals who were not expected to achieve, and their schools. The Skill Force teams in schools are very well respected by staff and students alike and their approach works extremely well with the children for whom they are responsible.

It is a most challenging and rewarding role.

## Why are we doing this?

- Skill Force has close links with the Services
- Has instructors to deliver a programme in partnership with MOD and other charities involved with the Services
- Skill Force wanted to help Service personnel
- Meaningful work placements or Graduated Return to Work (GRoWs)/Temporary Work Placements are difficult to manage and deliver with current operational tempo and under-manning
- It benefits the individual, the Services and Skill Force

## Outcomes

- Meaningful Graduated Return to Work (GRoW) or Temporary Work Placement for the individual
- Confidence to return to work and appreciation that there are opportunities outside the Service
- Qualifications that are nationally recognised
- Enhances Care Pathway for all Service personnel with long recovery pathways
- Raises the profile of Skill Force

## Eligibility

- Any Sailor, Soldier or Airman on the Sick Absence Management List or other Service equivalent
- Servicemen and Servicewomen at P7 who need meaningful employment during periods where they cannot deploy or cannot be provided with work in their parent unit

## Selection Criteria

- Candidates for the Internship Programme must be volunteers
- Occ Health recommendation or Unit support if already back at work
- CRB enhanced checked
- Successful interview with Programme Manager, Skill Force rep and Occ Health professional
- Previous instructional experience is desirable but by no means essential