

# CAREER SHAPERS

APPLICATION PACK



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Thank you for your interest in the Career Shapers Programme, designed to provide a springboard for Band 2-4 Finance staff to accelerate their future success. We are thrilled that you are considering joining our programme, and we look forward to reviewing your application.

Our programme is focused on helping you make the strongest start to your career, providing you with the tools and support you need to take your career to the next level. Whether you are looking to enhance your skills, develop your leadership abilities, or explore new opportunities within the NHS Finance sector, Career Shapers can help you achieve your goals.

### HOW TO APPLY FOR THE PROGRAMME

- Follow the application form link on the Career Shapers web page, or register your interest and we will be in touch when applications open
- Please ensure that you enter all your personal information into the form correctly
- Please include contact details for your line manager and ensure they are entered correctly. If someone else will be approving your application, please include their details.

### LINE MANAGER APPROVAL

To apply for the Career Shaper Programme, it is necessary to obtain approval from your line manager. If your application is accepted, we will contact your line manager to confirm they are happy for you to attend the programme.

We recommend that before filling out the application form, you have a discussion with your line manager to ensure that they are aware of the time commitment required for the programme and that you both agree on your participation. This will help to ensure that there are no unexpected scheduling conflicts or other issues that could impact your ability to fully engage with the programme.



### APPLICATION HINTS AND TIPS

Please note that once you begin completing the application form, you will be required to answer all questions in one go. Once you submit your application, you will not be able to make any amendments or changes. Therefore, we recommend that you carefully consider your responses before submitting your application.

- The application form will require you to provide personal details and a personal statement (min 400 - max 500 words). In your personal statement, we are looking for you to provide us with the following information:
- Who you are and your story/career so far: Please tell us about your background, your current role, and your experience within the NHS Finance sector.
- What are your career ambitions: We are interested in learning about your future career aspirations and what you hope to achieve through the Career Shapers Programme.
- What barriers have you had to overcome: We recognise that everyone faces obstacles and challenges in their professional journey. Please share with us any barriers or challenges you have faced and how you have overcome them.
- Why you feel this programme will benefit you: Finally, we want to understand why you believe the Career Shaper Programme is the right fit for you and how it will help you achieve your professional goals.

We recommend that you take your time to carefully consider your responses and provide us with as much detail as possible. We are looking for individuals who are passionate about their career and committed to growing and developing their skills within the NHS Finance sector. Good luck with your application!

