

Trainer Assessment – Key information

The following information is to be given prior to the interview stage, either individually or to the group if conducting an assessment centre.

'If you are successful with your application today the following information is an overview of our main terms and conditions of employment -

- > We work a 5-day, 35-hour working week. Saturday and evening work will be required depending upon local business needs.
- > You will receive 28 days annual leave, plus Public Holidays
- > Travel is expected as part of the role, for which we will reimburse you at 45p per mile for any journey which is over your normal home to work journey.
- > We will need you to have business cover insurance on your vehicle for this use.
- > Your base will be part of an area which comprises of (give relevant local details). The majority of your work will be within this area; however you may be required to cover courses further afield.
- > We will also reimburse you for any time taken travelling which is over and above the first hour travelled. This is collected on a weekly basis and may be given back to you as part of your schedule.
- > Your employment will be subject to receiving a satisfactory DBS check and references. A health questionnaire will be sent to you if we make you an offer.
- > You will be supplied with a laptop, projector and mobile phone.
- > We have a standardised national training pack which includes a PowerPoint presentation, Trainers Notes and Toolbox with suggested activities
- > You will also be supplied with a Red Cross uniform to wear when training.
- > Our salary is subject to an annual review and is performance linked to your annual appraisal score.
- > We have a contributory pension scheme, whereby the British Red Cross will match your contribution to up to 6%.
- > If successful you will complete a structured 12 week induction which will equip you with all the skills you need to train our courses to the highest possible standards. If successful you will be in probation for 6 months with regular reviews of progress/performance.
- > It is a compulsory requirement for all trainers delivering first aid in the workplace courses to have a recognised training and assessing qualification. If you do not have the award in education and training (or equivalent qualification) or have our mandatory units, we will register you to complete the qualification/units required. Upon registration for the qualification you will have 12 months to complete.
- > Other benefits include season ticket loans, child care vouchers, private health scheme, staff support service and continual professional development.'