

# Momentum Career Mentoring Programme

As part of industry change initiatives, the Security Skills Board has created an exciting new pilot programme for talented individuals currently working in the Private Security Industry the Momentum Career Mentoring Programme.

## Programme Eligibility Criteria

- Minimum of 2+ years' experience working in the private security industry (all sectors considered).
- An interest in giving back to your employer, colleagues and local community committing to attend of careers fairs, school's and colleges to champion the private security industry as a career of choice by sharing your own experiences.
- The ability to conduct mentoring activities internally and externally for a 1 day per month.
- Be a positive person who wants to share and develop their knowledge and skills in the workplace.
- Experience of using Microsoft Office e.g. PowerPoint, Word etc
- Preferable supervisory/team leader experience but not essential.

## Responsibilities

- To provide mentoring advice and guidance internally and externally at careers events 1 day per month:  
Externally attending of careers fairs, delivering talks within school's and colleges to championing the industry as a career of choice.  
Internally providing career support within your own organisation.
- Commit to complete the Level 3 CMI Coaching & Mentoring Certificate within 12 months of the programme.
- Actively participate and attend all programme skills workshops and master classes.
- Commit to working collaboratively promoting the values of equality, diversity, inclusion and belonging.
- Be able to share your knowledge, views and opinions constructively.
- Be able to commit to attending Momentum mentor briefings in person and online where appropriate.
- Be considerate and respectful of others views.

## Estimated time commitment

### Anticipated number of Momentum meetings

We anticipate that there will be four cohort supervision meetings 2 in person (London based) and 2 online across the 12-month programme. Please refer to the Coaching & Mentoring Guide & Schedule for more information.

### Length of meetings

It is anticipated that each online supervision meeting online will last no more than 4 hours virtually via MS Teams. In person events will require a full working day (taking travel into consideration based on location of learner) with sessions anticipated between 10am – 4pm.

## How to register your interest

Complete online application form with to register your interest by **no later than Monay 17<sup>th</sup> February 2025**.

Successful applicants from initial application stage will be notified **no later than Friday 21<sup>st</sup> February 2025** and sent link to complete second stage application.

Second round applications must be received **no later than Monday 3<sup>rd</sup> March 2025**

Confirmed learners for the programme will be notified **no later than 17<sup>th</sup> March 2025**

Welcome event attendance held at the **Royal National Hotel, 38-51 Bedford Way, London WC1H 0DG on Thursday 27<sup>th</sup> March** will be required from all confirmed learners.

There are sections within the Stage 1 application form where both your Managing Director/Owner Operator/Human Resources and Line Manager must add supporting statements for your application. Please ensure these are also completed before submitting **if these happen to be 1 person then please add this into the statement for our information.**

This is to ensure you are given full support and commitment to the programme from your employer.

## Assessment Criteria

**You will be assessed against the following 3 criteria for stage 1 & 2 of your application submissions**

### **Communication**

- Delivers clear briefings and presentations to staff and customers.
- Communicates clearly with customers. Demonstrates good report writing skills.
- Monitors and promotes the efficiency of all channels of communication.

### **People Skills & Practice**

- Supervises and manage team performance. Demonstrates and encourages professionalism. Coaches and motivates to ensure good performance and engagement.
- Ensures confidentiality, client, and team safety. Ensures a duty of care and monitors teams wellbeing. Collaborates with other teams and external agencies to support teams when required.
- Promotes fair and compliant policies and practices for recruitment and induction of all new staff. Provide support and guidance regarding site policies and procedures during induction.
- Promotes and encourages equality, diversity, and a sense of belonging in the team. Supports any reasonable adjustments required for team members.

### **Professional Development**

- Demonstrates a commitment to personal and team learning and Continual Professional Development (CPD).
- Identifies own and team's learning needs and maintains own Continual Professional Development (CPD).
- Develop self and the team. Coaches and develops others.