

Prepare to Progress

Top Tips

1

Take Ownership of your Career

RCN tips:

- Come out of your comfort zone
- Approach people you don't know
- Ask for what you want
- Always be on the lookout for opportunities
- Do your research
- Be curious
- Up-date your CV
- Keep up-to date - Join the library and sign up for journals and alerts

Royal College of Nursing Resource:

➤ <https://www.rcn.org.uk/professional-development/your-career/nurse/career-crossroads/career-progression>

Library:

➤ <https://www.gloshospitals.nhs.uk/library-and-knowledge-service/>

2

Look for Career Development Opportunities

If you're not sure how to move your career forward, or you're at a crossroads, take a look at our career development page on the intranet.

➤ <https://intranet.gloshospitals.nhs.uk/hr-training/extraordinary-talent/career-development/>

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Job Application & Interview Skills

Take a look here for further information on interview skills

➤ <https://intranet.gloshospitals.nhs.uk/hr-training/training-development/search-training/job-application-and-interview-skills-training/>

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Search for Learning Opportunities

To find opportunities within our Trust, explore the training catalogue here:

➤ <https://intranet.gloshospitals.nhs.uk/hr-training/extraordinary-talent/search-learning-opportunities/>

The Gloucestershire Safety & Quality Improvement Academy:

➤ <https://www.gloshospitals.nhs.uk/work-for-us/training-staff/gsqia/>

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Search for Leadership Opportunities

Leadership & Organisational Development organise, design and deliver a range of high-quality Leadership and OD interventions to help you develop the knowledge, skills and mind-set you need to perform successfully in your role

➤ <https://intranet.gloshospitals.nhs.uk/hr-training/training-development/leadership-and-od/>

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Your Annual Appraisal “My Development Conversation”

In support of your future professional and career development, the annual Development Conversation is an opportunity to formally discuss and record an assessment of:

- Your performance
- Your aspirations and readiness for career opportunities that you would like to access or be considered for in the future

You could discuss:

- Taking on more responsibility
- Being involved in training staff / being involved with inductions
- Discussing study days
- Shadowing other colleagues / units / departments / workplaces
- Agree time off for study or training
- Be involved in project work
- Volunteering to be a career ambassador

➤ <https://intranet.gloshospitals.nhs.uk/hr-training/extraordinary-talent/my-development-conversation/>

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Accelerated Development Pool (ADP)

The ADP is an opportunity to access tailored support and development which can help to accelerate career development and progression.

<https://intranet.gloshospitals.nhs.uk/hr-training/extraordinary-talent/accelerated-development-pool-adp/>

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Consider An Apprenticeship

We offer apprenticeships at level 2 – 7 (equivalent to GCSE up to master's level) in a range of career pathways.

Contact the Apprenticeship and Career team to discuss further.

<https://intranet.gloshospitals.nhs.uk/hr-training/training-development/apprenticeships-and-careers-team/>

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Mentoring

Mentorship is the long term passing on of support, guidance and advice, usually between a more experienced colleague and a junior colleague. Look here for further information:

<https://intranet.gloshospitals.nhs.uk/hr-training/training-development/leadership-and-od/mentoring/>

