



AL P5

**Aspiring Leaders
Programme**
Frequently Asked Questions



ALP 5 Frequently Asked Questions

Thank you for taking the time to explore this exciting opportunity. We hope that you find the answers that you are looking for in this document which we have designed for applicants and workplaces.

If you feel that you still have questions, please drop us an email, at alp-recruitment@brathay.org.uk we will be happy to hear from you.

What is the Aspiring Leaders Programme all about?

In its 13th year, the Aspiring Leaders Programme, or ALP, serves people local to Cumbria and Lancaster District, who have great potential and a commitment to their communities, to gain high-quality leadership training.

The programme is run in partnership with Brathay Trust, Francis Scott Trust, and a local university. After three years, you will hold a Bachelor's degree qualification in leadership and management. ALP is designed to meet a need within the third sector in Cumbria - by third sector, we mean charities, social enterprises, voluntary organisations and community-focussed roles. It is our aim that after the programme, participants will go on to implement their knowledge and skills to make a positive change in their communities and organisations.

The training is aimed at individuals who aspire to become leaders in the third sector. You might wish to eventually start your own social enterprise or make a positive change in the third sector and desire to upskill yourself to achieve this. ALP5 would begin in September 2024 and run until December 2027. After December you will be required to complete your endpoint assessment. The time to complete this will vary depending on the individual.

Who is the programme for?

ALP is suitable for people who are aspiring leaders in the third sector. Essentially, not-for-profit organisations that want to help people and their communities.

To be eligible to apply:

- You must be employed in the third sector (including not-for-profit/social

enterprise organisations) for a minimum of 30 hours per week. If this is something that you feel might hold you back from applying, please contact us. The employment must take place within Cumbria or Lancaster District. You do not need to live in this area, as long as your third sector workplace is in this area.

- You must have a minimum of Maths, English and ICT at GCSE/Level 2.
- You should have a passion for making a positive difference to the people in and around the community that you live/work in.
- You should be aspiring to be a leader (a new or potential manager/team leader or showing potential to attain these type of roles).
- You may be at the start of your career and aspire to lead but need some support and guidance to help you get there.
- You must be willing and able to develop your leadership skills and want to work in the third sector.

Please consider applying if:

- You have experienced barriers to accessing higher education or developing leadership skills due to financial reasons, social challenges, family responsibilities or issues with health & well-being.
- You have a disability or other protected characteristic.

If you have further questions, please contact alp-recruitment@brathay.org.uk

“I would say to anyone thinking about applying for the programme to go for it! I wouldn't be in the position I am now and I wouldn't have got my promotion without it.”

- ALP4 participant

What does my employer need to do?

There are a few things that your employer needs to do before, and during the programme of study. Before, this mainly involves signing agreements, including with yourself. Your employer will also be asked to pay a 5% contribution towards the cost of the apprenticeship to the university.

This is one payment of £1,100 due in Year One of the programme and can be paid in three instalments. We know that this might not be feasible for some organisations, but do not let this put you off!

There are actions we can take if your employer is not able to pay this 5%. At no point, will you individually be asked to cover this cost.

During the programme, your employer must:

- Employ you in a role that allows you to develop the skills set out in the relevant apprenticeship standard.
- Pay you a legal wage, which includes the time you are attending a formal teaching session.
- Allow you to complete your training in paid working time.
- Allow you to spend 20% of your work time in active, off-the-job learning for the duration of the ALP programme. As per the need of the programme, this might be delivered in chunks of time, rather than on a weekly basis.
- Provide you with suitable supervision and mentoring in the workplace to support your development.
- Engage in regular tripartite reviews (approximately every 8-12 weeks) of your progress with you and a university representative.
- Never ask you to contribute to the cost of your apprenticeship. This includes not reclaiming funds for you if you leave early or move to another employer.

What if I want to change jobs during the apprenticeship?

That's fine. You will not need to restart your studies. The university will have to agree that the new employer is suitable in order to continue to support you during your studies.

What in it for my employer?

We understand that there needs to be benefit to your workplace and employer that you are situated in. Our latest [impact report](#) details how the previous ALP programme was seen to benefit a student's organisation.

However, for apprenticeships generally, there are a number of ways in which an organisation will be advantaged:

- Developing staff skills as the apprentice works, growing skills and helping them progress to the next level in their career.
- Higher-level skills are vital to business performance and UK economic growth – through an apprenticeship, organisations can fill higher-level skills gaps.
- Apprentices develop these higher-level skills, and in so doing keep up-to-date with the latest techniques and technology increasing productivity.
- Apprenticeships enable organisations to attract and retain new talent, and through learning at work, apprentices are able to develop specific knowledge and competencies that meet the unique needs of the business.



I'm not employed in the third sector, can I still apply?

Because of the nature of apprenticeships, you will need to have the permission of your employer to apply for ALP. This is because ALP would take place in work time and they would need to be aware of the role that they need to play in your completion of the programme. You might also want to consider what this means for them, as your employer, if the programme will not directly benefit them.

What's in it for me?

Successful completion of the course will result in a degree qualification in leadership and management whilst remaining in employment and earning a salary. Your learning will be situated within your workplace making it relevant to your circumstances. This is an opportunity to move your career forward, gaining professional skills.

But, the Aspiring Leaders Programme delivers so much more than that. This flexible and adaptable course means everyone will enjoy a different experience. Students will be given access to new networks and a host of skills and tools to use in their personal and professional life. You will experience different business models within the third sector, learn from industry professionals and expand your knowledge. You will be encouraged to think creatively, solve problems, learn how to work more effectively and as a result, deliver change. Students leave with better communication skills, increased confidence and a better understanding of the third sector, as well as themselves. And better still, it won't cost you a penny!

It won't cost me a penny?

The course is fully funded, so it is free to successful applicants, all of the costs of your attendance on the programme are covered. This includes tuition fees, costs of residential experiences and mentoring. Financial support may be available to help with barriers such as transport, parking and childcare etc. depending on circumstance. Requests can be explored at application stage. Adjustments to help with learning have also been covered previously, such as a BSL interpreter and session note taker.

How does the programme work?

The programme is varied, and students enjoy a range of different learning opportunities. Successful applicants will already be working in a third sector organisation. This is essential, so that you can undertake a project each year and put the learning into use in real situations.

The elements at the core of the programme:

- Students will attend university days held at campus sites where modules will be delivered in classroom settings or small groups facilitated by a course leader. Peer support will also be available within this setting.
- Students will attend leadership residentials led by Brathay Trust. These will usually take place over long weekends and involve overnight stays. Activities will include physical challenges and team building exercises.
- Students will have the opportunity to work with a mentor. Throughout the first two years of the programme, you might want to meet roughly every 2 months. This will be more flexible in the third year and for the post-programme year.
- As with any other academic course, a variety of assessments will be experienced. This will involve essays, reports, portfolios and presentations and others, which will be spread throughout the three years. There are no exams or dissertation on this programme.

Additional programme elements:

- Workplace visits introduce students to different organisations, to understand more about how they operate and the challenges they face, and to consider the experience in the context of their own personal leadership development.
- A longer, multi-day residential to a major UK city such as London, Manchester or Glasgow to visit different organisations in the sector and beyond.
- An end of programme celebration event to celebrate your achievement.
- A graduation ceremony at course completion.

“I’m really grateful for the investment in me throughout this process. I’ve found it really beneficial. It’s been really high quality. I’m excited about what I’m going to do with it.”

- ALP4 participant

What is unique about the course?

The course is unique in a number of ways. Firstly, it blends academic content with personal development and experiential learning. This is not just sitting in a classroom for the duration of the course – experiential learning is a dynamic approach to education that emphasises learning through direct experience. Through residential experiences held at Brathay Hall, Ambleside, you will learn beyond the classroom helping you develop a more dimensional sense of self on your leadership journey.

Secondly, to help you get to grips with the course, you will have the opportunity to work with a dedicated mentor for the duration of the programme. To help you on your way to putting your learning into action, the mentoring will continue on for one-year after programme completion.

Lastly, the course is fully funded meaning that the programme can reach people who might not have previously been able to access education due to the cost.

What if I already have a higher education qualification like a diploma or degree?

If the degree or other qualification is not in leadership or management then these qualifications will not exclude you from applying and being considered for a place on the programme.

“One of the best things is bringing together people from different places, backgrounds, careers and stages of life. The learning I’ve taken from my peers on ALP has been invaluable. I don’t know of any other course where this would’ve been possible. I am very grateful to have had this opportunity.”

- ALP4 participant



What have people gone on to do?

There are many success stories from programme graduates. Some have gone on to take senior roles in community foundations and youth organisations, become trustees of charities or social impact managers, as well as setting up their own social enterprises through ideas that they developed during their time on the programme. Programme alumni choose to remain involved with ALP in various ways, including attending the ALP quarterly steering group meeting.

What is my commitment?

The programme lasts for three years. In agreement with your employer, you will need to spend 20% of your work time in active, off-the-job learning for the duration of the ALP programme. As per the need of the programme, this might be delivered in chunks of time, rather than on a weekly basis.

This time might be spent on university days, with other ad-hoc visits and events throughout the three years. There will be around three weekend residentials each year which count towards your off-the-job hours, with the exception of the induction residential.

How will I get time off work?

The organisation you belong to would need to agree your involvement in the programme and be able to release you one day a week (average).

As this is an apprenticeship, the programme is designed to allow participants the opportunity to carry on working and manage family life as required. Your employer will need to release you to attend the programme. Timetables are published well in advance, so you can plan your work/life around the programme. More detailed information about timetabling will be released as you go through the application process.

Who is running the course?

With Francis Scott Trust (FST) as the majority funder, the course is delivered in a collaborative way between three key partners. Brathay Trust are the lead partners, responsible for the personal development aspects of the degree

apprenticeship, mentoring in Years 1 and 2, hosting the residential element of the programme, and organising all of the enriching activities that wrap around the degree programme. The university provides the degree programme and academic support. An external mentoring organisation will deliver mentoring in Year 3 and for the post-programme year. All partners work to ensure that the programme is innovative, engaging and making a real difference to the participants.

Where does it take place?

Activity will take place at different sites. Some activity will be delivered at the Brathay Trust premises at Ambleside. University days will take place at a university campus site, alternating between Carlisle, Lancaster or Ambleside.

Beyond these sites, we will go on workplace visits to local charities or social enterprises. There is also the opportunity to attend an inspirational multi-day residential visit to a major UK city. Transport will be provided for group visits.

“ALP has been a safe place for me. Whenever I’ve faced hardship at home or work, ALP has been my support network. They’ve helped me accept who I am.”

- ALP4 participant

Do I need to drive?

Participants will come from all over Cumbria and Lancaster District, so there is usually the option of lift-sharing or public transport. Previous students have not had a problem being a participant and not driving.

What will I study?

ALP uses a multidimensional approach to gain the knowledge and skills be a third-sector leader. This means that as well as learning theories, we feel it is important that you gain a better understanding of yourself. We have designed the programme with this in mind. Here is an outline from the previous programme to give you a flavour of the content.

The first year is broadly around 'understanding self'. It has modules covering foundational knowledge in social enterprise as well as topics that examine you and how you work.

The second year builds on this and is centred on 'understanding teams'. You will look into things like team dynamics and coaching, as well as deeper level knowledge of how social enterprises work.

The final year is all about 'leading others' and is much more outward facing. You will look at leadership theories, entrepreneurship and the contemporary challenges facing the sector.

How can I find out more?

To help you on your application journey, you will find some information on the [Francis Scott Charitable Trust's website](#), as well as on [Brathay Trust's ALP webpage](#). Here is also a link to the recently published ALP Impact Report which details the varied personal and professional outcomes at completion of the latest programme. This also includes evidence as to the positive impact ALP has on employers and may be something that your employer might like to see. [This resource](#) provides detailed information on apprenticeships, for both employer and student.

How do I apply? What is the recruitment process?

We want to provide you with enough information to help you make an informed decision about this apprenticeship opportunity. We understand that this is key to your success on the programme and want to set you up for success. For this reason, there are a few stages to the application process.

The first stage is to complete the application form. Suitable candidates will be

invited to an online interview, likely to be in May and June. After this, successful applicants will be invited to the final stage, an interview day held at Brathay Hall. Final decisions will be made straight after this, and you will be informed of the success of your application. We will contact you to let you know if you have not been successful at any stage of the process.

If you have further questions or would like to discuss your application, please contact alp-recruitment@brathay.org.uk. Support and adjustments can be made available if you need any assistance with the application process.

What happens if I am successful?

We will send you more information nearer the time. The intention is to get you ready for studying for the apprenticeship in a steady and settling manner, preparing you step-by-step. You will be sent information about the ALP welcome day on Friday 13th September at Brathay Hall, which will be our first opportunity to meet and get to know each other. There will also be some induction days in September getting you familiar with studying towards the apprenticeship.

Friday 18th until Sunday 20th October will be the introduction to Brathay residential weekend, held at Brathay Hall. This will be the chance to start the process of being on ALP, getting you set up with mentors and understanding how the programme works.



Key dates for your diary:

Thursday 9th May, 7-9pm

An online Q&A where your questions will be answered by the delivery team and previous ALP alumni. If there is demand another date may be added in May, before application closing date. To RSVP or suggest another date please [click here](#).

Thursday 16th May, 2-4pm

Open Day at Brathay Hall an opportunity to meet the delivery and wider ALP team in person. Your organisation may also want to attend to find out more about how the programme works and benefits them. To RSVP please [click here](#).

Friday 7th June 5pm

Application deadline

May and June

Interviews

Thursday and Friday, 4th and 5th July

Interview days to be held in person at Brathay Hall

July

Final decisions to be made after this

September

Welcome and Induction (approx. 4 days)

Fri-Sun, 18-20th October

Introduction to Brathay, at Brathay Hall