

Change
100

Oscar
Guest Services Associate at
InterContinental Hotels Group

Kickstart your career

We're looking for talented students and graduates with disabilities or long-term health conditions. If that's you, join Change 100 and unlock your potential.

Leonard
Cheshire



Hello

We are Leonard Cheshire – supporting individuals to live, learn and work as independently as they choose, whatever their ability. Led by people with experience of disability, we are at the heart of local life – opening doors to opportunity, choice and support in communities around the globe.

What is Change 100?

Change 100 is our programme of paid summer work placements, development and mentoring. It's designed to support the career development of talented university students and recent graduates with any disability or long-term health condition, such as:

- Physical disabilities
- Sensory disabilities
- Mental health conditions
- Learning disabilities or difficulties e.g. dyslexia, dyspraxia, ADHD
- Other long-term health conditions e.g. diabetes, MS

If you are unsure about your eligibility, please contact us at change100applications@leonardcheshire.org



Who is Change 100 for?

To apply to Change 100, you must meet all the following criteria:

- Have a disability or long-term health condition
- Be in your penultimate or final year of an undergraduate or postgraduate university degree, or have graduated in 2017 or 2018. Any degree subject accepted
- Have achieved or be predicted a 2:1 or 1st in your undergraduate degree*
- Be eligible to work in the UK for the duration of a full-time summer work placement

*If your academic performance has been affected by mitigating circumstances related to your disability or health condition, these will be taken into account. Please get in touch to discuss this.



Change 100 employers

We've partnered with organisations who believe disability isn't a barrier to a brilliant career.

The employers we work with appreciate the value that talented disabled students can bring to their organisations.

They recognise the importance of the skills and behaviours Change 100 students demonstrate, such as resilience, problem-solving,

embracing challenges and self-awareness.

Change 100 students have already made their mark with over 130 leading employers.

We are always establishing new partnerships with a broad range of prestigious organisations to offer placement opportunities. These include corporate employers of varying sizes and industries, public and third sector organisations.

Some of our supporting partners

ASOS

 AutoTrader

 BARCLAYS

BBC STUDIOS

Bevan Brittan 


NATIONAL
LOTTERY FUNDED




Intellectual
Property
Office

LLOYDS BANK 

LOUIS VUITTON

supported by
 Nottinghamshire
County Council


NPC
New Philanthropy Capital

 Pearson

**ROYAL BERKSHIRE
FIRE AND RESCUE SERVICE**
Enabling people to lead safe and fulfilling lives

SKANSKA

Sotheby's EST. 1744

Taylor
Wimpey

THE
NATIONAL
GALLERY

turner

US
UNIVERSITY
OF SUSSEX


wall to wall television

Whirlpool
CORPORATION


ZURICH

Support and professional development

Once you are offered a placement, we will work with both you and your employer to make sure that they understand your disability and any adjustments you need.

During your internship, you'll be supported by your peers, a mentor at your organisation and the Change 100 team. This support doesn't stop at the end of your placement – we'll continue to support you throughout the development programme.

“ This programme has taught me that asking for adjustments such as work from home days or regular rest breaks has no bearing on whether I can do the job. This programme has made me feel hopeful about getting a job after university and more able to disclose my disability when starting a new job. ”

Emma, Communications Assistant at Gedling Borough Council

The Change 100 development programme

Our development programme combines group work with self-directed learning, and is informed by your specific personal development goals. Topics include goal setting, networking, making the most of mentoring, managing your disability in the workplace and disclosure.

By combining a high level of support with a high level of challenge, the development aspect of Change 100 helps ensure that you get the most from your time on the programme and positions you well for your next career move. We will hold an Induction event in early June before placements begin, followed by monthly professional development sessions until December 2019.



The Change 100 selection process

Application form

You will need to complete an online application between 24 September 2018 and 16 January 2019. Alternatively, you can submit your application in writing or as a video, responding to the same questions listed in the application form.

If you need any assistance with your application, or would like the application form in another format, please contact: change100applications@leonardcheshire.org or call: 020 3242 0299.

Please go to: www.leonardcheshire.org/Change100 to register your interest or to start your application by clicking 'apply now'.

Our assessment centres

Our assessment centres are designed to bring out the best in candidates and to ensure fairness and equality of opportunity.

Our application process does not include psychometric testing at any stage.

We will liaise with you ahead of the assessment centre to determine any adjustments that are necessary to ensure that you can perform to the best of your abilities.

Representatives from the Change 100 team will be present to support you and will assess your strengths and development areas, in collaboration with host employers.



Candidate matching

If you are successful through our recruitment process then we will look to match you with one of our employer partners based on your interests and location. We encourage you to be open minded about where you are placed as all our roles provide the opportunity for personal development.

Candidates should note that being successful through our recruitment process does not guarantee employment. We will work to match you to a role that is a good fit for your interests but you may be offered a role that you hadn't previously considered.

Once a match has been agreed you will receive an offer of employment from your host organisation.

Person specification

Qualifications:

A predicted or obtained 2:1 or 1st in any university degree*

Experience:

There is no essential knowledge or experience required

Personal attributes:

- Customer focused
- Able to take initiative
- Creative problem-solver
- Excellent communicator
- Able to work well in a team
- Resilient
- Good time management

Other:

- You must have a disability or long-term health condition
- You must be eligible to work in the UK for the duration of a full-time summer placement. If you are an international student, please refer to the terms of your visa agreement

*If your academic performance has been affected by mitigating circumstances related to your disability or health condition, these will be taken into account. Please state this clearly where indicated on the application form.

“ The Change 100 programme has really helped me build my confidence back up. Just knowing that my employer was making a decision to be more inclusive and aware of disabilities in the workplace made it so much easier to start working with them. ”

Chloe, Communications and Engagement Officer at Royal Berkshire Fire and Rescue Service

Job description

Duration:

Up to three months. Most roles are full-time but part-time is an option

Location:

Various locations, UK-wide

Hours:

Normal office hours are likely to be 9am–5pm

Accommodation:

It is your responsibility to secure accommodation for the duration of your placement

Salary:

Will meet or exceed the Living Wage Foundation recommended hourly rate www.livingwage.org.uk

During your placement you will be employed directly by your host organisation

Placement areas:

Your role will vary depending on the nature of the placement you are undertaking

We will be offering fantastic roles in a wide range of areas, such as:

- Accountancy
- CEO support
- Customer services
- Data analysis
- Engineering
- Finance
- Fundraising and business development
- Human resources
- IT
- Marketing
- Project management
- Public relations and public affairs
- Software development

Responsibilities:

You will play a key role in interesting projects and will have the support of your manager and colleagues along the way

Typical responsibilities might include a combination of participating in meetings, research, writing reports, creating presentations, handling project work and general admin. This will vary depending on your role and host employer



Kerisha
Production/Development
Team Assistant at
Wall to Wall Media

What Change 100 can offer you

- An inclusive recruitment process – designed to let you shine
- Valuable, paid experience with a prestigious employer, accelerating your career prospects
- Confidence in disclosing your disability
- Support in identifying and requesting disability-related adjustments
- A dedicated mentoring and professional development programme
- A peer group of fellow Change 100 interns
- Opportunities to expand your network

Key dates

24 Sept 2018

Applications open

16 Jan 2019

Applications close

Feb–Mar 2019

Shortlisting of candidates and assessment centres

Apr–May 2019

Matching candidates to placements

Jun 2019

Induction and start of placements

Sep 2019

Placements end

Sep–Dec 2019

Ongoing professional development sessions and mentoring support

Apply now

[www.leonardcheshire.org/
change100](http://www.leonardcheshire.org/change100)

#Change100

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Finalists for the National Undergraduate Employability Awards 2018 – Best Disability Initiative in Work Experience