

ivolve Emerging Leaders Programme

Recruitment Pack

Develop your
leadership career
whilst making a
meaningful difference
to the lives of the
people we support



Hello and welcome to ivolve!

ivolve Care & Support is one of the largest adult social care providers in the UK today – and we plan to keep growing and benefitting more lives.

We have over 200 services across the country, more than 4,000 dedicated colleagues and we support over 1,050 people with complex needs – including learning disabilities, mental health conditions and autism – to flourish in a place they call home.

Our values reflect us all. They set out our culture. The way we behave and the way we do things. There's something quite special about the people who work here. Together, we create a fresh approach to care and support.

We have a proud history, we've grown and developed from smaller businesses into a stronger, large-scale provider of adult social care. In 2022, we started a new chapter as we rebranded to become ivolve and we now want you to be part of our future.



Tim Davies,
Chief Executive Officer



Our Values:



Passionate - We care about the people we support and the lives they want to live.



Kind - We listen carefully and treat people with warmth and respect.



Resilient - We are determined and overcome challenges.



Our Organisation:



1,050+

People We Support

4,000+

Colleagues

200+

Services

Our Emerging Leaders Programme

What you can expect from the programme

Our Emerging Leaders Programme develops the next generation of operational leaders who share our values, passion and ambition.

The programme spans over six months at an accelerated pace, designed to prepare aspiring leaders for future Registered and Service Manager opportunities within involve.

You will gain hands-on operational experience, structured learning, mentoring and exposure to key business functions whilst developing the leadership behaviours to succeed.



This is more than a training programme. It's a structured pathway into operational leadership at involve.

Key Programme Features:

6-Month Accelerated Programme

Structured development pathway combining operational exposure, learning and mentoring.

Level 5 Qualification

Although the programme is 6 months, you will have 9 Months to complete your Level 5 Diploma in Leadership and Management for Adult Care.

Mentoring & Coaching

Dedicated support from Operational Improvement and Learning & Development mentors.

Operational Experience

Exposure to real operational challenges, service improvement and leadership opportunities.

Functional Rotations

Experience across operational and support functions to broaden your commercial and organisational understanding.

Leadership Development

Develop behaviours aligned to the involve Operational Leadership Competency Framework.

What you can expect from us:

- Structured leadership development, mentoring and regular feedback throughout the programme.
- Protected learning time, Level 5 qualification support and exposure to operational leadership opportunities.
- A supportive environment focused on growth, progression and preparing you for future leadership opportunities.

What we expect of you:

- Take ownership and remain 'on track' with your development journey by fully engaging and committing to your learning, mentoring and programme activities.
- Demonstrate professionalism, accountability and values-led behaviours.
- Show curiosity, resilience and commitment towards becoming a future operational leader at involve.

Your journey with us

We want you to get the most from your journey with us. Discover what's included in the programme...

Your 6-month journey:

Month 1

- Complete involve's manager induction which equips you with the foundations for your role.
- Enrol onto your Level 5 Diploma in Leadership and Management for Adult Care.
- Start our Operational Manager Foundation Learning which will broaden your knowledge and understanding of how we lead at involve.
- Start to embed what you have learnt on your induction and gain exposure in services by working alongside a member of the Operational Improvement team to understand our systems and ways of working.

Month 2-3

- Continue gaining exposure in services alongside a member of the Operational Improvement team to understand our systems and ways of working that you have learnt from your induction.
- Spend time with more of our functional teams, including Quality, People, Commercial, Finance, Property & Health and Safety.
- During this time, you will gain a greater understanding of how our functional teams support operations, the opportunity to develop relationships, and learn how you can work with them in your role as a manager after completing the programme.
- You will continue to have dedicated time to completing your Level 5 Diploma and our Operational Manager Foundation Learning.

Month 4-6

- Weeks 13 – 16 will consist of spending time with the Operational Improvement team again, but this time taking a more active role in applying your knowledge to support continuous improvement in our services.
- Weeks 17 – 24 will be an opportunity for you to support a service with a particular challenge they are facing. This will be linked to your Level 5 qualification project module to enable you to apply the learning into practice and at the same time support your qualification.

Ongoing Support

Once you successfully complete the programme, your learning journey and career with involve will continue to grow!

We will support you in transitioning to a Registered / Service Manager role within your geographical area. Please refer to FAQs to learn more on your options after completing the programme.

Your week at a glance:

Monday	Tuesday	Wednesday	Thursday	Friday
Practical Experience	Practical Experience	Practical Experience	involve Operational Manager Foundation Learning	Level 5 Study

Are you ready to come on the journey with us?

Who we're looking for



Essential Criteria:

Qualifications

- Hold a Level 3 qualification in Health and Social Care
- Willingness and ability to complete a Level 5 Diploma in Leadership and Management for Adult Care

Experience

- Minimum 12 months' Team Leader (or equivalent) experience in services supporting adults with learning disabilities, mental health conditions and/or autism
- Experience leading or supporting teams in a care setting
- Experience delivering person-centred care and positive outcomes

Knowledge

- Understanding of person-centred care and support
- Understanding of safeguarding responsibilities and duty of care
- Awareness of professional boundaries and confidentiality requirements

Skills & Ability

- Strong communication and interpersonal skills
- Good organisation and time management
- Able to work independently, use initiative and adapt to different services and environments
- Strong relationship-building skills with colleagues, professionals, and people supported

Personal Qualities

- Passionate about delivering high-quality care
- Positive, resilient, and adaptable
- Professional and leads by example
- Ambitious to progress into Registered Manager/leadership roles
- Committed to dignity, independence, choice, and company values

Other Requirements

- Ability to travel on a regular basis to meetings and services across multiple locations
- Able to complete all programme requirements

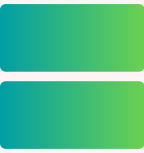
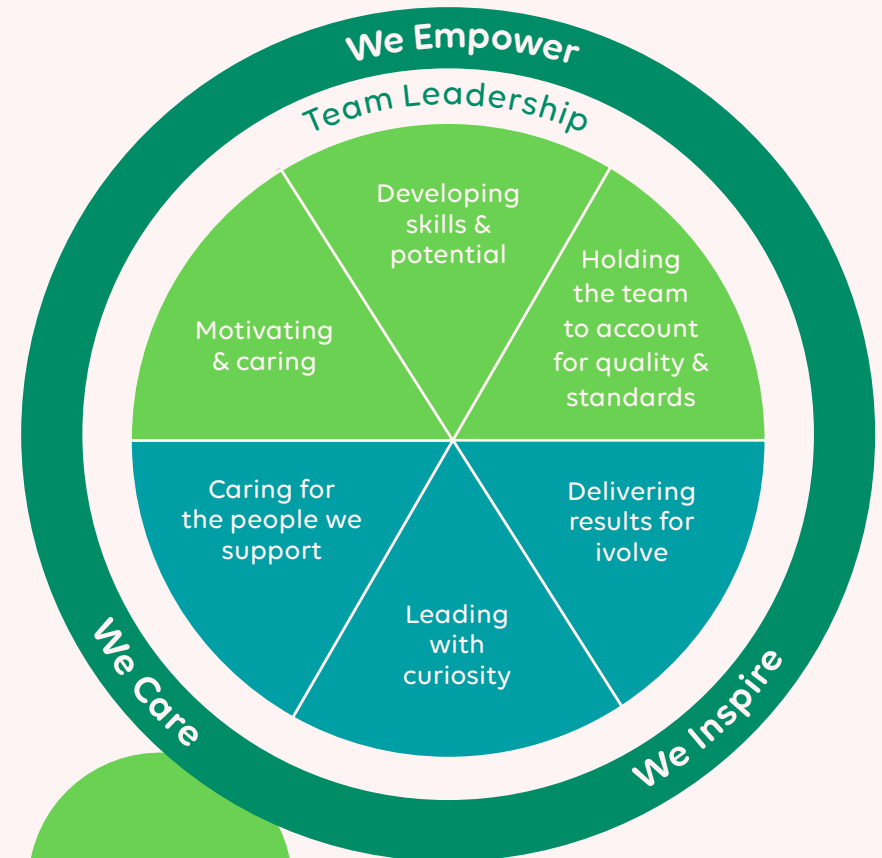
Desirable Criteria:

- Experience with service improvement, staffing, recruitment, or rota management
- Experience across different care settings
- Understanding of CQC standards, compliance, and quality processes

- Ability to motivate and support colleagues
- Confidence leading meetings or team activities
- Experience using digital care systems and reporting tools
- Full UK driving licence and access to a vehicle for work use

Leading the involve way

- our behaviour model:



Recruitment and selection process

We are looking for individuals who demonstrate leadership potential, values-led behaviours and a genuine passion for developing into future operational leaders at involve.

Our recruitment process has been designed to help candidates showcase their strengths, experience and ambition in a supportive and engaging way.



Important dates to note:

- Applications Open **8th June**
- Application Closing Date **26th June**. (We may close earlier so please get your application in as soon as possible!)
- Assessment & Interview Date **15th July**
- Programme Start Date **7th September**



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Submit Your Application

Complete an application by including your CV and a supporting statement as one document, outlining:

- Leadership experience
- Motivation for applying
- Career aspirations
- Why you want to join the programme

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Shortlisting

We will review your application against the following criteria:

- Leadership potential
- Values alignment
- Meeting Essential and / or Desirable criteria from the person specification
- Readiness for development

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Insights Assessment

Shortlisted candidates complete an Insights profile assessment to support self-awareness, reflective practice and development planning throughout the programme.

If you want to know more about what an Insights profile assessment includes then have a look at this short video: [Welcome to Insights Discovery](#)



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Assessment & Interview Day

If you are shortlisted, you will be invited to attend an assessment centre which will be held on 15th July. The assessment centre is designed to showcase your strengths and potential.

What you can expect on the day:

- Programme overview
- Individual and group exercises
- Engagement with people we support
- Leadership scenarios and practical activities
- Opportunity to ask questions

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Offer & Onboarding

Successful applicants begin their onboarding journey and induction into the Emerging Leaders Programme.



FAQs



Will I need to work flexibly or outside of standard hours?

Throughout the programme, you will predominantly work Monday to Friday during normal working hours (9am – 5pm); though, there may be times where you may need to start or finish later. These will be agreed with you in advance.

Where will I be based during the programme?

This will be a mixture throughout the programme. You may spend time in services, at our Chesterfield office and at home.

Will I need to travel to different services?

Yes. This is an important element of the programme as you will be working alongside functional colleagues, the Operational Improvement team and supporting our services. Travel expenses will be covered.

As the programme is structured, how will I book annual leave?

We ask that no annual leave is booked during your function rotations that are planned as part of the programme. More details will be shared with you. Apart from that, you can take annual leave as agreed with your line manager.

How will my progress be measured?

Progress will be reviewed through:

- Regular mentoring and review meetings
- Reflective learning logs
- Leadership behaviour development
- Operational exposure
- Qualification progress
- Feedback from mentors and stakeholders

I am an internal candidate. Can I return to my previous role if the programme isn't right for me or if I am unsuccessful?

This is a permanent role, and we have structured the programme to give you the best opportunity to succeed. If you were to leave the programme early, a discussion would be held with yourself, your line manager and the people team to support you on the next steps.

What happens if I am unsuccessful in the application or interview process?

This is the first time of launching the programme. If we open the programme again, you are welcome to re-apply. If you attend the assessment centre and are unsuccessful, we will provide feedback.

Is there a repayment agreement for qualifications or training costs if I decide to leave the programme or not take an offered role upon completion?

You will be asked to sign a training agreement relating to programme investment and qualification costs. Full details will be explained before joining the programme.

What if I already hold a Level 5 in Leadership for Health and Social Care?

If you already hold this qualification – then great! You normally receive one day a week throughout the programme to complete your Level 5 Diploma in Leadership and Management for Adult Care qualification. We would adjust your schedule and give you an extra day dedicated to practical experience and additional learning.

What happens at the end of the programme?

You will be supported to transition into a Registered / Service Manager role. This will be located within 20 miles of your geographical area. If there are opportunities further afield, we will discuss and agree this with you.

If a Registered / Service Manager role isn't available at the point when you complete the programme, you will remain in the Operational Improvement team where you will continue to gain knowledge, experience and confidence through supporting with improvements at services and providing leadership cover.

When a Registered / Service Manager role becomes available, you will be supported to transition into it.



**Ready to start your journey with us?
We look forward to receiving your application!**

If you still have questions, please contact our recruitment team who will be happy to help: Get in touch, we're happy to help!

✉ recruitment@ivolve.care ☎ 01246 556453 (Opt.2)

