



www.skillsforcare.org.uk/icareambassadors

Step by step guidance: Register as an individual employer

This step by step guide will help you join **Skills for Care** as an individual employer.

Contact your Skills for Care locality manager who can help - find their details at www.skillsforcare.org.uk/inyourarea.

There are four easy steps:

- 1. Get prepared before you start**
- 2. Register your new **Skills for Care** service**
- 3. Nominate PAs to become ambassadors**
- 4. Start your ambassador activity**



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1. Get prepared before you start

- | | |
|--------------------------|---|
| <input type="checkbox"/> | <p>Make sure you understand how expected of you.</p> <p>You can read more at www.skillsforcare.org.uk/icareambassadors.</p> |
| <input type="checkbox"/> | <p>reading the Care Quality Guidance.</p> <p>Read it at www.skillsforcare.org.uk/carequalityguidance</p> |
| <input type="checkbox"/> | <p>Read and agree to the Principles and Pledge which outlines expected of all employers and employees involved in</p> <p>Read them at www.skillsforcare.org.uk/principlesandpledge.</p> |
| <input type="checkbox"/> | <p>Make sure you have sufficient resources and capacity to support /</p> <p>Think about which PAs would be suitable for the ambassador role. Do they have the right skills, capacity and values?</p> |



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2. Register your new service

If you understand how the service works and you have the resources and capacity to get involved, you should register online at www.skillsforcare.org.uk/ICAreregister.

Login or make an account

Please read this entire document before registering. If you already have a Skills for

Care...Ambassadors [Join I](#)
Register as an individual employer

Register your service

choose a user name for the account
choose a central email address f

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Writing a good service description

To ensure you have the most effective listing your description should:

be no more than 200 characters including spaces

listing all

the services you provide

reflect the personality and experience of your service

provide clear information to help the searcher choose the right service to deliver their requirements.

Good examples

provide information, support and bespoke sessions to schools, colleges and the wider community, regarding careers in care.

We are personal assistants who are directly employed by an individual. We help
about our work. hat we enjoy

We support individuals on a daily basis to promote and encourage independence, for adults who are living with parents /guardians or within a supported housing community.

Bad examples

A partnership of social care employers in West Yorkshire (too brief).

We provide lots of different services and are based in the London area (too vague).

Our ambassadors are apprentices, former job seekers, graduates, those who have changed careers. They have experience of working with children and young people, older people, people with autism, learning disabilities and sensory impairments. They can deliver presentations, workplace visits, group activities and media and publicity (too descriptive).



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3. Nominate PAs to be

You should nominate PAs you think would make good

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4. Start your ambassador activity: w

