

Guidance on completing your Careers Leader programme application

Considerations before starting your application:

The application form should only take 10-15 minutes to complete. For a smooth and swift application, we recommend you do the following before starting:

- Check if your school has previously accessed the [Careers and Enterprise Company \(CEC\)](#) bursary
- Make sure you know your school's status regarding [Quality in Careers standard](#).

In addition to information about you and your school, we'll ask you some questions (see below) regarding the impact you intend to make from the programme.

These questions form an important part of how your application will be evaluated. Within your answers, you should ensure you clearly demonstrate your understanding of the programme and how you and your school can improve the quality of careers provision for young people in your school.

1. *How would you like to use the programme to improve the quality of careers education, information, advice and guidance a young person receives at your school? (Bullet-points accepted.)*
2. *How will you / your school ensure that the expertise developed on the programme is embedded and sustained in the long term? (Bullet-points accepted.) E.g. what opportunities will there be for learning to be shared at CPD or Inset days? How will progress be reported to senior leadership?*

Top tip!

- Before starting the application form, you might want to draft the answers to these questions in a Word document, as the application form may not save your answers if you navigate away from it.