

# fastTRACK

— internship —



# The TLG Fast Track Internship: A Unique Opportunity!

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Our aim at TLG is to see the lives of children, young people and their families transformed and hope restored.

As an award winning Christian charity, we have successfully developed unique approaches to enable change for those who are at crisis point in their education. As the organisation grows, so does our vision and expectation for more children and young people to be given a second chance at life. This is happening in cities and towns across the UK each day through the work of TLG and in partnership with local churches.

We began the Fast Track Intern Programme to open a door for those who are passionate about children and young people who are typically the last, the least and the lost. The Fast Track has always been about more than just becoming part of a dynamic organisation – as great as that is. It's about the opportunity to be supported in leadership and personal development whilst making a real difference to others.

We are proud to say that TLG interns are exceptional in the skills and commitment that they bring to the programme. Their development and leadership potential during their time with us is evident for all to see. As you think about becoming part of the intern programme, we hope that you will be excited as you read on and consider everything that could be in store.

Tim  
TLG Chief Executive



# Transforming Lives for Good: An Introduction to TLG

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We are on a mission to bring hope and a future to the most disadvantaged children and families across the UK and beyond.

All over the UK, children are struggling in school for all kinds of reasons and many families are suffering without hope. The effects of bullying, bereavement, family breakdown, poverty, and being in the care system can have a huge effect on a child's education. Some children may be struggling with a lack of confidence, have no positive role models, or just need someone to turn to.

But there is HOPE.

Imagine if the local church and church volunteers across the country came alongside every struggling child and their families. Imagine how different their future could be. At TLG, we have a big vision to make the difference in as many children and families' lives as possible. Will you join us?



## Our aims are to:

...tackle the issues that cause behavioural difficulties

...help raise aspirations of disaffected young people through innovative programmes

...help re-integrate children and young people back into mainstream school.

# The Fast Track Programme

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The Fast Track is a unique opportunity to undertake a year of accelerated leadership and career development within a pioneering charity.

As a continually expanding organisation, we look to recruit and develop exceptional individuals who hold a degree, equivalent qualifications or relevant work experience, to work alongside senior managers and the wider staff team.

We're looking for people with bags of energy, who want to learn, and are very excited by TLG's mission: to bring a hope and a future to children struggling in their education. TLG's internship is not for the fainthearted; it promises to be hugely rewarding year and we hope that many of our interns will find opportunities to stay in TLG beyond the year.

**We offer two routes on the TLG Fast Track Internship programme, either within Education Development or Organisational Development.**

The Education Route provides you with an internship placement in one of our Education Centres, which are based in a range of cities across the UK. The Organisation Route will be located at our National Support Centre in Bradford.

The Fast Track internship is about harnessing your potential and developing you as a leader, whilst building on individual passions, skills and interests to make a difference in the lives of young people and their families from across the UK. TLG will invest in you as you participate in our leadership development programme, equipping you with the leadership and management tools for your future career development. The leadership development programme incorporates training and tailored development plans / projects one day a week.

## Where could I be based?

TLG National Support Centre,  
Bradford (Head Office)

Bolton  
Bradford Central  
Bradford Hope Park  
Central Birmingham  
Chelmsford  
Lewisham  
Manchester  
Newcastle  
North Birmingham  
Nottingham  
Reading  
South East Birmingham  
Wakefield  
West London



# Route One:

## Educational Development

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This is an excellent opportunity to be placed in one of TLG's pioneering Education Centres, supporting some of the UK's most desperate young people and families.

This route is ideal for candidates who are passionate about bringing transformation to young people who are stuck in cycles of disadvantage, poverty and educational failure.

The placement will involve working alongside a Centre Manager to support TLG's innovative education delivery, mentoring and after school activities and residentials. The aim of every centre is to help re-integrate young people back into school, further education, training or employment. You will play a key part in the success of this process.

Each TLG Education Centre works in partnership with a local church. We are passionate about the church being the place that struggling families and children can turn to for help. In our Education Centres, the local church provides key opportunities to develop further relationships with a young person and their family to enable total transformation.

The experience gained across the 11 month programme will be ideal for any candidate looking to pursue a longer term career in teaching, schools work, youth work, or mentoring. Placements are available in a range of UK cities.

### What could this route involve?

- Schools work
- Mentoring
- Teaching
- Resource Planning
- Behaviour Intervention
- Holiday activities
- Family Support
- Residentials



# Route Two:

## Organisational Development

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This route provides an exciting opportunity for anyone interested in gaining experience and insight into Third Sector management.

We are looking for talented individuals who are passionate about the planning and organisation of TLG and increasing our reach to those excited by our vision. This route is ideal for anyone with a heart to apply their skills & strengths to help support TLG's growth across the UK, empowering local churches to help us reach and support hundreds of additional young people.

This unique placement provides candidates with a range of opportunities within different departments at TLG's National Support Centre in Bradford.

We are looking for people with outstanding leadership capabilities, who are committed to personal growth & development. Candidates will work closely with senior managers to deliver strategies and projects across the organisation, contributing to the growth and structure of TLG.

### What could this route involve?

- National Development
- Events Management
- Communications
- HR & Staff Development
- Supporter Development
- Fundraising
- Church Partnerships
- Press & PR
- Marketing
- Accountancy
- Strategy
- IT & Web Development
- Finance
- Research



# What Do Our Interns Say?

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Emma Rogers,  
TLG Reading

"I decided to do the Fast Track internship because I wanted to get some hands on teaching experience, which I definitely got! Right from the start I was planning and teaching lessons and was given lots of responsibility, which helped me to grow in so many ways."



Peter Herbert,  
TLG Manchester & Wakefield

"The TLG Fast Track internship is so worthwhile. You are encouraged to grow and develop to be part of a community whose passion is to impact young people's lives all over the UK. I am now progressing on a second year internship where TLG are investing more to help me become a better teacher and training me for a future where I can support more young people."



Jen Nobbs,  
TLG National Support

"On the Fast Track Organisational Development Route, I met some great people and had an opportunity to develop and grow my skills in a life changing organisation."



Judith Lai,  
TLG Reading

"I did the Education Fast Track as my university placement year. I've realised my potential to encourage others, increased my confidence, and grown in faith."



# How Will I Benefit?

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Throughout the 11 month internship, TLG will support your growth & development through our bespoke Fast Track Leadership course.

The programme will provide you with regular training days delivered by TLG directors, senior leaders, outside speakers and other Third Sector organisations.

We dedicate one day a week to providing you with training days and leadership development projects to help fast track you in your career, delving into a range of leadership resources, examples and theory, and provide you the opportunity to outwork this within your placement during the other four days in a week.

Running since 2009, the leadership programme has fast tracked some high calibre leaders into a range of exceptional job opportunities, including education, Third Sector management, youth work & other Christian leadership roles.

In addition to the leadership programme, you will also receive monthly one to ones, mentoring and line management support provided jointly by the relevant department you join and HR. There is the possibility of work shadowing and the opportunity to spend time working with some of TLG's partner organisations.





# The Big Questions...

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## Q1 Where does the programme take place?

It depends! If you're interested in the Education Development route, you will be asked to select your top 3 locations from a variety of different UK cities where our Education Centres are based. The quicker you submit your application, the more likely we are able to meet your preferences. For more information on specific locations, please contact us. If you're looking at the Organisational Development route, you will be based in Bradford, West Yorkshire.

## Q2 How long is the programme?

Intern placements are 11 months in duration, starting annually in the last week of August and finishing at the end of July. Occasionally we have additional 6 month placements that come up throughout the year. To keep track of this, please look at the jobs page on our website.

## Q3 Who can apply?

We are aiming to recruit exceptional individuals who hold a degree, equivalent qualification, or relevant work experience (paid or voluntary).

At TLG, prayer & worship are key components to our work and Christian ethos, and therefore we are looking for people who have a strong and vibrant Christian faith combined with a passion for young people. We are looking for those who demonstrate leadership potential and are keen & focused on developing a career in charity, youth development or education sectors.

More information regarding specific roles is available upon request. Individuals must demonstrate in their application how they meet the specified requirements for the role they are applying for.

This programme is also open to professionals seeking a career change into the charity or educational sector. There is no upper age limit for the Fast Track Programme.

## Q4 How do I apply?

If you're interested in the programme, please contact us either through [recruitment@tlg.org.uk](mailto:recruitment@tlg.org.uk) or by phone 01274 900380. This will give us a chance to chat to you about the placement and find out if it's the right thing for you. We will then invite you to submit an application. Once you have submitted an application, TLG will invite you to a Fast Track Taster Day, and shortlist suitable applicants onto an informal interview at a TLG Education Centre or our National Support Centre.

### Q5 Is there any financial support?

It is a paid internship. Please contact us to find out more information about this.

### Q6 Could an internship lead to a job offer?

We cannot promise that an internship will lead to a job offer at TLG. However, while you are completing your internship, you will have access to our internal vacancies. It is our hope that interns will find opportunities to stay with TLG beyond the internship.

### Q7 Will you provide me with a reference?

We will provide you with an internship reference when you leave. We can also provide you with training on CV writing and interview techniques.

### Q8 I don't live in the UK – can I still apply?

While we are happy to accept overseas applications, you must be able to attend an interview in the UK and be eligible to work in the UK.



## Get in touch!

To find out more, visit our website at [www.tlg.org.uk](http://www.tlg.org.uk)

Contact us on 01274 900380 or email [recruitment@tlg.org.uk](mailto:recruitment@tlg.org.uk) to receive an application pack.

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