

# BUILD FORCE

MILITARY SKILLS - CONSTRUCTION CAREERS

## MENTOR PACK

**14,000** individuals leave the  
Armed Forces every year



# 14000



# 2019

Construction needs **224,000**  
new recruits by **2019**

Design graphics adapted from CIOB

## Connecting Service Leavers and Veterans to Construction Careers

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BuildForce is part-funded by 

# WELCOME TO BUILDFORCE



*Thank you for joining the BuildForce Alliance as a BuildForce Mentor. Your organisation has signed the BuildForce Charter, meaning that it has become part of the Buildforce Alliance and is working collaboratively to bring more ex-military personnel into the construction industry.*

*Your role is hugely important as you will be the direct point of contact for Service Leavers and Veterans seeking assistance and a construction career. What this will involve will, of course, vary from individual to individual, however we are confident that being an industry specialist, and being willing to provide advice, information and guidance, represents a significant opportunity to those leaving (or who have already left) the military. We hope that this also represents an equally significant opportunity to bring new people with sought-after skills into our industry.*

*The aim of BuildForce is to become a 'one stop shop' that connects Service Leavers and Veterans to construction careers, and promotes the construction industry across the Armed Forces. The role of BuildForce Mentors is absolutely vital to achieving this aim.*

*We are truly appreciative of your involvement and I take great pleasure in welcoming you to the team.*

Andrew Parker  
 Chair, BuildForce Steering Group  
 Director of Defence, Morgan Sindall



# BUILDFORCE OVERVIEW

BuildForce is a collaborative industry-led programme, with an objective to reduce skills gaps in construction. BuildForce promotes the construction industry to Service Leavers and Veterans, and connects the military community to industry employers, through a UK-wide BuildForce Alliance of employers, industry bodies and charities, supported by Government.

The **aim** of BuildForce is to inspire, engage and enable Service Leavers and Veterans to effectively transition to sustainable employment in the construction industry, through a unique national network of mentors and champions.

Our **mission** is to inspire and enable Service Leavers and Veterans to pursue a career in construction and the built environment, with BuildForce providing a coordinated approach for the whole industry to engage effectively and consistently with the ex-military community.

Our **vision** is of Service Leavers and Veterans using their diverse and valued skills to address employers' needs, and pursue careers, in construction and the built environment. In doing so, for industry to better understand and benefit from the wide range of transferable skills service leavers can bring to the industry.

BuildForce is currently part-funded by the CITB Structured and Flexible Funds and intends to become a sustainable organisation.



## MENTORING

The purpose of mentoring is to establish a formal relationship between two people, a Mentor and a Mentee, with learning and development at its core and the fulfilment of clear and mutually defined goals as its intention.

Mentors play a wide variety of roles:

**Coach** – helping someone acquire new skills.

**Career Counsellor** – listening and helping work out solutions.

**Networker** – helping someone build connections.

**Facilitator** – helping to set and achieve goals.

**Sounding Board** – someone to try ideas out on.

**Role Model** – providing an example from which others can learn.

## BUILDFORCE MENTOR

A BuildForce Mentor can be someone working at any level within the organisation, bringing a range of competencies and skills to BuildForce. BuildForce training is available for all Mentors upon request, however following your registration we will issue a bespoke BuildForce Mentoring Toolkit.

The key responsibility for the BuildForce Mentor is to provide advice and guidance for Service Leavers and Veterans interested in a career in construction, as well as facilitating access to opportunities. This can be through face-to-face meetings and/or through remote working, with Mentors agreeing the most appropriate communication method with the Mentee.

A BuildForce Mentor will:

- ▶ Provide information, advice and guidance to Service Leavers and Veterans interested in developing a career within the industry.
- ▶ Offer advice to help individuals tailor their CV, highlighting those transferable skills of relevance to the construction industry.
- ▶ Provide support as candidates engage with opportunities within the organisation. These could include, for example, supporting site visits; work placements; mock interviews and/or access to employment, depending on the opportunities that your company is able to provide.
- ▶ Continue 1-2-1 mentoring for an agreed period of time as candidates move into employment and/or other opportunities.
- ▶ Provide relevant data and information to BuildForce via the organisation's BuildForce Champion, reporting on activity that can be used to demonstrate success and improve performance



## TRAINING AND SUPPORT

BuildForce provides a bespoke Mentoring training module for those joining the BuildForce Mentor network. This service provides training to Mentors, as well as advice on construction careers and training to Service Leavers and Veterans.

Our training manual will be sent to you upon receipt of your online registration.

BuildForce operates primarily as a 'connecting and promoting' network (the BuildForce Alliance). Our social media platforms/networks, which we hope you will join, are under development and will be operational shortly. As BuildForce develops there is ambition for BuildForce Mentors to be supported through the establishment of regional/national networks. Do let us know your thoughts and share ideas as to how BuildForce Mentors can best be supported in this most important role.

Where possible, integration of BuildForce Mentors with existing company mentor networks would be beneficial through providing additional support to individual BuildForce Mentors.



## CONTACT

If you have any queries, comments or suggestions please get in touch with your BuildForce Champion. This is the individual within your organisation who is responsible for coordinating and maintaining your organisation's BuildForce Mentor Network, and is the main point of contact for BuildForce.

If you are unaware of who your organisation's BuildForce Champion is, please email BuildForce at [info@buildforce.org.uk](mailto:info@buildforce.org.uk) and we will confirm details.

