



How it works

When applying for the first time, you will receive your **EquineSkillsCV** folder and the workbook which you requested. You can start at any level and if you are confused about which to begin with please call the BGA on: **0845 331 6039** or visit www.britishgrooms.org.uk

The workbooks contains skill statements which describe what you need to know, understand and be able to do in order to reach the required the level of job. You must compare your own performance against the skills statements, and when you feel ready, ask the endorser (employer or Elite groom) to confirm your achievements. Your endorser must be registered with the BGA to sign off the statements - contact the BGA for an Endorser's Apply Form.

Once all of the skills statements have been signed off, you need to return the completion slip and you will then receive a 'Record of Achievement' for the job level achieved.

This should be placed in the final section of your folder which is entitled '**Your CV**'. Here you can also write down your job history, qualifications held and any other personal achievements: keeping it up to date it will be beneficial for attending a job interview, both for you and your employer.

The workbooks provide a clear route for your own career progression, and identify which skills you need to achieve at the level you are at and the next level. Knowing what is possible can be highly motivating and you can set your sights on even greater things!

So, what are you waiting for, apply for your **EquineSkillsCV** today.

EquineSkillsCV designs by:- fluidfreelance.co.uk Tel: 07738 922 938



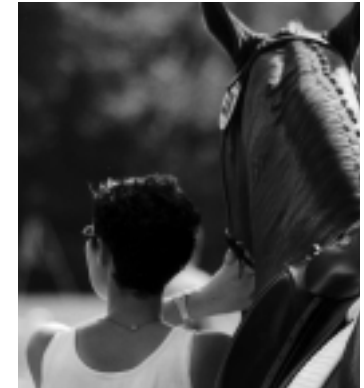
Employer Clayton Fredericks - Event Rider

"A career ladder is very important in anyone's career and I look forward to using this simple and clear structure to encourage my staff to improve and develop new skills."



Groom Kelly Lainsbury - Dressage Groom

*"This will enable me finally to get recognition and a status for the experience I have gained for my time working as a groom. I also think that the **ESCV** will be very useful to guide the younger grooms in their career and encourage them to raise their standards and learn new skills."*



EquineSkillsCV





Introduction to your EquineSkillsCV

Working as a groom is a challenging, busy and rewarding occupation. Your skills and 'hands on' practical experience performed on the job deserve to be recognised and the EquineSkillsCV can give you the status that you deserve.

The EquineSkillsCV is not a qualification - it is a record of achievement for the skills that you develop and perform in your job.

Being part of the EquineSkillsCV scheme will allow you to:

- Receive the real recognition for your skills and achievements that you deserve
- Achieve a recognised job title in line with your experience and ability
- Identify things you are good at and build on areas where you would like more experience
- Record your job history and qualifications in a CV style
- Have greater confidence to build a career working with horses

The route of progression is shown on the right to guide you through the EquineSkillsCV process, however, you must be a member of the British Grooms Association to apply for an EquineSkillsCV.

Foundation

Are you starting out into a new and exciting career?
Foundation grooms will carry out yard duties under the direction of somebody else, including completing daily routines, handling and looking after horses and establishing the foundation skills that all good grooms should start out with.

Intermediate

Are you learning and developing a wide range of skills?
Intermediate grooms are expanding their experience already gained with working with horses, including being able to understand and take responsibility for carrying out routine tasks and straightforward problems on time and to a high standard.

Advanced

Are you in a position of responsibility on the yard?
Advanced grooms have significant experience of working with horses, including using their initiative to complete tasks on the yard or whilst travelling, weighing up different ideas or approaches to work and having some responsibility for others.

Elite

Are you at the top of your game?
Elite grooms are those with wide experience and who have responsibility for the yard, horses, travelling arrangements and others on the yard. Skills required include making decisions, solving sometimes difficult problems, planning and taking responsibility for the management of horses and the work of other people.

Yes! I would like to apply and start my EquineSkillsCV today!

Title:

Name:

Address:

Postcode:

BGA Member Number:

Telephone:

Mobile:

Please send me an Endorser's Apply Form for my employer.

I would like to apply for my:

- Foundation Groom EquineSkillsCV workbook
- Intermediate Groom EquineSkillsCV workbook
- Advanced Groom EquineSkillsCV workbook
- Elite Groom EquineSkillsCV workbook

(Please tick appropriate box)

I would like to pay my £25 individual workbook application fee by:

- Cheque (Cheques payable to British Grooms Association)
- Card (Choose) Visa Master Card Solo Switch

Card Number:

Start date: / / End date: / /

Issue number: Security Number:

The last three numbers on signature strip

Signature:

Please return this completed form to: BGA, PO BOX 248, Chipping Norton, OX7 9BN - Telephone: 0845 331 6039