



Graduate Management Scheme



<https://clececare.co.uk/>
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A Message From Clece Care Services' CEO



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Dear Graduates,

I am delighted to introduce you to Clece Care Services' Graduate Management Scheme, an exceptional opportunity for enthusiastic and dedicated individuals like yourselves who are eager to make a meaningful impact in the community.

At Clece Care Services, we pride ourselves on delivering top-quality, personalised care that supports our service users in the comfort of their own homes. Our commitment to excellence is unwavering, and we believe that investing in the training and development of our staff is key to achieving our goals. As part of our Graduate Management Scheme, you will receive comprehensive training and mentorship, enabling you to grow both professionally and personally.

We are looking for Graduates who are passionate, caring, and committed to making a difference. By joining our scheme, you will become an integral part of our mission to provide the highest quality care service in the United Kingdom. We are confident that with your talents and our support, we can continue to deliver exceptional care and positively impact the lives of those we serve.

Thank you for considering Clece Care Services as the next step in your career journey. We look forward to the possibility of welcoming you to our dedicated and passionate team.

Warm regards,

*Miguel Herraiz
CEO, Clece Care Services*

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Welcome to Clece Care Services

Great Care Starts With You

Established in 2013, Clece Care Services (CCS) comprises a network of regional care companies. With a presence in 100 locations throughout the United Kingdom and a dedicated team of 7,000 care and support professionals, each equipped with specialised local care expertise, we deliver tailored care and support services to 12,000 individuals.

A constituent of the Clece Group, CCS benefits from the parent company's extensive experience spanning over 25 years in diverse service offerings. Clece Group, a prominent Spanish entity, employs more than 81,000 individuals, solidifying its position as one of Europe's leading corporations. Noteworthy is Clece's commitment to societal welfare, exemplified by the inclusion of nearly 6,000 individuals from socially vulnerable groups within its workforce across Spain and Portugal.

CCS' primary objective is enhancing the well-being and quality of life of the individuals under our care. Emphasising choice, personalisation, and community integration, our services are designed to empower our service users.

Embracing innovation, we collaborate closely with our internal teams and digital service providers to champion best practices and drive advancements in care services. We are proud to be at the forefront of pioneering innovative approaches in health and social care across the United Kingdom.





Social Care Sector

Join 1.6 million social care professionals and contribute significantly to improving people's lives.

The social care sector plays a crucial role in the United Kingdom by delivering vital services to the most vulnerable members of society. It encompasses personalised support provided by a range of public and private organisations, aiming to assist individuals in need and enhance their quality of life. These services cater to various vulnerable groups, including the elderly, adults, youth, children, and families. The sector is sustained by approximately 18,000 organisations operating across nearly 39,000 establishments.

Social care services are primarily offered in residential and home-based settings, employing over 500,000 professionals collectively. Within CCS, the emphasis lies on home care services over care home offerings, though several extra care schemes are managed in England.

The social care sector currently employs more individuals than the National Health Service (NHS) and is poised for substantial growth. Projections from Skills for Care indicate a requirement for an additional 440,000 roles by 2035 to address the escalating elderly population.

In terms of economic contribution, the adult social care sector in England was estimated at £55.7 billion gross value added (GVA) annually. The sector's total wage bill, derived from ASC-WDS data, amounted to £26.6 billion in 2022/23, representing more than half of the sector's GVA. This surpasses the economic contribution of the 'Accommodation and Food Service Activities' industry, which generated £41.8 billion in 2021.

Making a Real Difference



At CCS, we take making a real difference seriously. This starts with our Objective, Mission, Core Values and Social Value.

→ Objective:

- To establish CCS as a leading provider of premium care solutions in the United Kingdom, and enhance the standard of care received by our service users.

→ Mission:

- To deliver exceptional and personalised care to our service users, enhancing their quality of life, independence, and dignity.

→ Core Values:

- Respect: Upholding the dignity and respect of all individuals.
- Transparency: Complying with all legal requirements in service delivery.
- Empowerment: Fostering teamwork, professionalism, and motivation to drive continuous improvement.
- Safety: Prioritising the health and safety of our staff.
- Environmental: Advocating for environmental respect and conservation.
- Efficiency: Striving to deliver effective services while maintaining high quality within budget constraints.

→ Social Value:

All CCS companies across the United Kingdom have attained the Social Value Quality Mark Bronze Accreditations. Our teams have formulated a set of commitments to generate, measure, and report social value in six key areas: Economic, Health and Wellbeing, Education and Skills, Social and Community, Employment and Volunteering, and Environmental. By concentrating our efforts and investments in these domains, we aim to cultivate vibrant communities, enhance well-being, support education and skill development, foster inclusive societies, create meaningful employment prospects, and safeguard the environment for future generations. These commitments are not mere pledges but actionable assurances that guide our service delivery.

Graduate Programme



CCS have an ambition to become the market leader of care services in the United Kingdom. To do so, we are constantly on the hunt for future leaders.

Since its inception in 2017, our Graduate Scheme has successfully onboarded cohorts of talented Graduates across all regions within the CCS group. With the guidance of our seasoned teams, these Graduates have advanced to become industry frontrunners in their respective roles:

- Regional Operations Director
- Head of Business Development
- Operations Manager
- Assistant Business Manager

Our Graduates excel due to CCS' practice of entrusting them with significant operational responsibilities right from the outset of their roles. We believe in Graduates' potential to thrive on all projects, tailoring each individual's experience within the scheme to align with their unique strengths and interests. This personalised investment by CCS ensures their seamless integration into the team, fostering both professional growth and personal development. Moreover, this approach guarantees that our Graduates contribute meaningfully to the organisation and, notably, to the individuals we support in the local community.

Throughout the two-year Graduate Scheme, you will rotate across varying roles across the organisation, acquiring essential expertise in key areas such as Operations, HR, and Finance. This rotation timeline will be tailored to your support needs. We want you to thrive in every rotation and will support you to do so.

Moreover,

- You will hone crucial management skills, spanning from roster management to analytical reporting, with the chance to implement them directly.
- You will gather data and deliver comprehensive insights to the team.
- You will undergo specialised in-house training to cultivate your potential as a future business leader.

Developing Leaders



The Ideal Graduate Business Management Scheme candidate has:

- A minimum of a 2:1 in a business or management related degree is either completed or in progress.
 - Candidates from diverse academic backgrounds with a genuine enthusiasm for business and the social care sector are encouraged to apply.
- Outstanding communication and written capabilities.
- Self-motivation and initiative.
- The aim to establish a career within Care Management.
- Proficient articulation and adept at problem-solving.
- Must have a valid full driving licence upon commencement of the scheme.

Location

CCS operates across more than 100 locations throughout the United Kingdom. To maintain a structured operational approach, the United Kingdom group is divided into 6 regions: Scotland, North East, North West, Midlands, London and South. As part of our Graduate scheme, CCS will assign you to one of these regions. Preference is given to placing Graduates in regions where they currently reside. Nonetheless, if you express a desire for relocation, CCS is happy to facilitate this transition. Moreover, should CCS identify a particular region that aligns well with your skills and potential, we may recommend relocation to that area.

Training

Alongside practical experience within our office, you will undergo comprehensive in-house training facilitated by our senior management team. This training will be complemented by personalised external programs aimed at your professional growth.

Moreover, you will benefit from continuous mentorship from CCS' CEO, Miguel Herraiz, who actively participates in nurturing your progress. At CCS, you are not viewed *just* as a Graduate but instead are welcomed as a valued member of our team, respected by all.

Assessment Timeline



Stage 1: Application

Commence by filling out our online application form on the CCS website or on alternative platforms e.g. Milkround.com. Provide CCS with an overview of your experience, skills, and interest in joining as a Graduate leader.

Stage 2: Screening Call

Expect a screening interview call. During this interview, CCS will delve deeper into the details outlined in your initial application and pose additional questions.

Stage 3: Assessment Centre

Upon successful completion of the initial stages, you will receive an invitation to our in-person assessment center. Here, you will engage in activities to familiarise yourself with CCS, participate in team-building exercises, interact with former Graduates, and undertake interviews with business leaders and past Graduates.

The assessment day provides an excellent platform to demonstrate your leadership skills within a group setting and present confidently to the team. Each participant in our Graduate scheme follows a tailored path to management, so we encourage you to seek insights from the current CCS team.

Stage 4: Online Test

Following a successful assessment day, you will be requested to complete an online online Test. These tests evaluate intelligence, personality traits, potential, abilities, and behaviors to assess your overall suitability for CCS' Graduate Scheme. No prior preparation is necessary for this evaluation.

Stage 5: CEO Interview

Upon passing the online test, you will proceed to the final stage—a face-to-face interview with CCS' CEO, Miguel Herraiz. We emphasise the importance of Graduates establishing a positive working relationship with senior management. Any necessary preparations for this interview will be communicated beforehand.

Post the CEO interview, CCS will review your application and, if successful, will contact you to extend an offer for a position within one of our regions.

Meet Former Graduates



Luke House - 2017
Head of Business Development

"The CCS Graduate scheme offers a rewarding opportunity for knowledge acquisition and personal growth."



Rebecca Ward - 2019
Business Manager

"From the onset, CCS regards you as an essential member of the management team."



Latasha Winstone - 2021
Operations Director

"I value the tailored approach of the CCS Graduate scheme in fostering my professional growth."



Chloe Kelly - 2022
Assistant Operations Manager

"It is the sole Graduate Scheme customised for each individual, contributing to a positive impact."



Conor Barr - 2022
Operations Support Manager

"I find immense satisfaction in the knowledge that my efforts are making a difference in the community."



Adam Batey - 2023
Operations Manager

"At no time during my tenure at CCS have I experienced a lack of support - I extend my gratitude to CCS."

Further Information



Key Dates

The CCS Graduate Scheme generally adheres to the following schedule:

September 2024	→	2025 Graduate Scheme Applications Open
October 2024	→	Screening Calls
January 2025	→	Assessment Centre
February 2025	→	Final Interviews
Summer 2025	→	Welcome 2025 Graduate Cohort

The start date for the selected Graduates is September 1st, 2025. Each region may propose varying start dates, based on individual availability. Specific commencement dates can be negotiated upon job offer.

The above dates are subject to change. The best way to keep up to date with our 2025 Graduate Scheme is via CCS' [website](#) or [LinkedIn](#).

Further Information

Should you require additional information regarding any details outlined in this document or have inquiries beyond the scope covered, please feel free to reach out to either Philip Waller (Director - 1PGR) or Lois Adamson (Head of Marketing and Digital Communications United Kingdom - CCS).



External - Philip Waller

philip@1pgr.com

Philip coordinates the CCS Graduate Scheme annually and has a strong professional relationship with all Graduates. He can answer questions about all stages of the Graduate Scheme and provide valuable insights to what makes the ideal CCS candidate.



Internal - Lois Adamson

loisadamson@clececare.co.United Kingdom

Lois works across all regions of the CCS Group and liaises with Graduates across their roles in the business. She can answer questions about the CCS group and specific regions.

Equality & Diversity Policy & Procedure



Anti-discriminatory practice is understood and embedded into the CCS Group. We follow a strict 'Equality and Diversity Policy and Procedure' to promote and formalise how the CCS Group ensures that equality, diversity, fairness, dignity and respect is at the heart of what we do.

We Seek To

- a.** Encourage, promote and celebrate diversity in all our activities and services.
- b.** Ensure equal access to jobs and opportunities.
- c.** Create environments free from harassment and discrimination.
- d.** Confront and challenge discrimination where and whenever it arises, whether it is between colleagues, or in any other area relating to the Group's work.
- e.** Ensure acceptance and implementation of this policy is mandatory for all positions in the Group.
- f.** Ensure, as far as is reasonable and practicable, that all the Group's premises and services are accessible to all.
- g.** Ensure that employment and advancement within the organisation is not restricted because of any protected characteristics or for any other discriminatory reason.

Recruitment and Selection

- a.** Assumptions that only certain types of persons will be able to perform certain types of work are not be made.
- b.** Any requirements applied to a job which may have the effect of inhibiting applications from certain types of person are only retained if they can be justified in terms of the job to be done.
- c.** Questions asked at interview will only relate to the requirements of the job.
- d.** Applications will be processed in an identical fashion and the same questions will be asked at interview.
- e.** Selection tests will be specifically related to job requirements and only measure the applicant's actual or inherent ability to do or train for the work.
- f.** Written records of interviews and reasons for appointment and non-appointment are recorded, stored and destroyed appropriately.
- g.** Applicants are assessed according to their personal capability to perform a given role.
- h.** Where practicable, reasonable adjustments are made to reduce the disadvantage caused by any provision, criterion or practice relating to recruitment or selection.



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