

## East Midlands Careers Champions – User Guide

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### Introduction

The East Midlands Careers Champions scheme puts individuals wishing to develop their career in contact with more senior trainees across specialties. Champions can provide unique and valuable insights into working life in their specialty. This quick user guide will give you an overview of how to use the Careers Champions List.

### Accessing the Careers Champions List

Access to our Careers Champions list is restricted to trainees working in the East Midlands and is hosted on our Virtual Learning Environment (VLE). To view the Careers Champions list, you need to visit our VLE course “The Essential Guide to Applications and Interviews” at <http://www.vle.eastmidlandsdeanery.nhs.uk/course/view.php?id=1032>. You will be required to log-in if you’re not already logged in.

Once logged in go to the “My Spaces” section of the Home Menu in the Navigation section on the right-hand side of the screen, then click the “**The Essential Guide to Applications and Interviews**” course name in your “My Spaces” list.

**Health Education England in the East Midlands VLE (Moodle)**

Welcome to Health Education England in the East Midlands VLE (Moodle). Moodle is aimed at supporting and enhancing Medical Education across the East Midlands and in alignment with HEE's core values and objectives.

**Forgotten your password?**  
Use the 'Forgotten your VLE username or password' tab on the top of this page as required.

**Queries or Support**  
For further queries contact us at [heem.moodle@nhs.net](mailto:heem.moodle@nhs.net)

**Navigation**

- Home
  - Dashboard
  - Site pages
  - My Spaces
    - The Essential Guide to Applications and Interviews**

When you are into the course scroll down to the Careers Champions section (or follow the link in the menu at the top of the course) and click the link to the Careers Champions List.



[Career Champions List](#)



You will then see the full list of Careers Champions. At the time of writing we have over 150 Careers Champions on the list, so you will need to filter the list down to a more manageable number to identify careers champions to contact.

**Careers Champions List**

Use the search box below (e.g. to search for a particular specialty or hospital), or click the filter buttons to filter the list:

Choose from the drop-down list to filter by specialty:

Search:

Filters:

Champions: 138 - we suggest you don't contact more than 10 Careers Champions in one go.

Name:	Work details:	Bio:	Other:
<i>[Pixelated]</i>	<i>[Pixelated]</i>	ed from the University ham and did my 1 training in the East Deanery. I have been ospitals in the region as	

*We've pixellated names and e-mail addresses for the purpose of this guide.*

**If too many Careers Champions are displayed use filters / search to narrow it down.**

## Filtering by Specialty

To find Careers Champions in a particular specialty use the Drop Down list and select one of the specialties. We will have at least one Careers Champion for each of the specialties in the drop down list.

**Careers Champions List**

Use the search box below (e.g. to search for a particular specialty or hospital), or click the filter buttons to filter the list:

Choose from the drop-down list to filter by specialty:

Search:

Filters:

Champions: 138 - we suggest you don't contact more than 10 Careers Champions in one go.

Name:	Work details:	Bio:	Other:
<i>[Pixelated]</i>	<i>[Pixelated]</i>	La medical student / foundation	

**Select a specialty!**

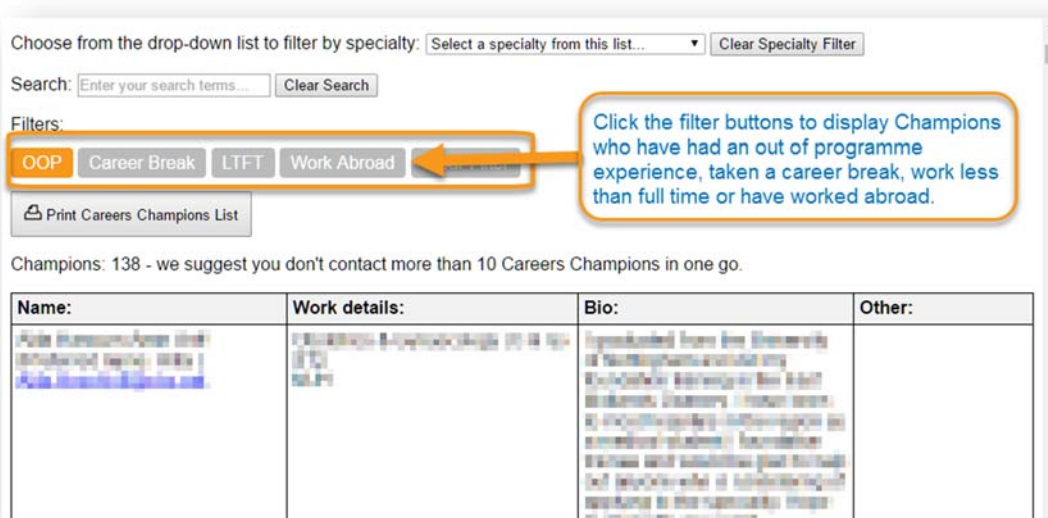
**We have at least 1 Careers Champion for each specialty appearing in the drop-down list.**

As soon as you select a Specialty, the Champions List will be filtered down to Champions from that Specialty. To change the specialty just select a different one from the list, or click the **Clear Specialty Filter** button to remove the specialty search.

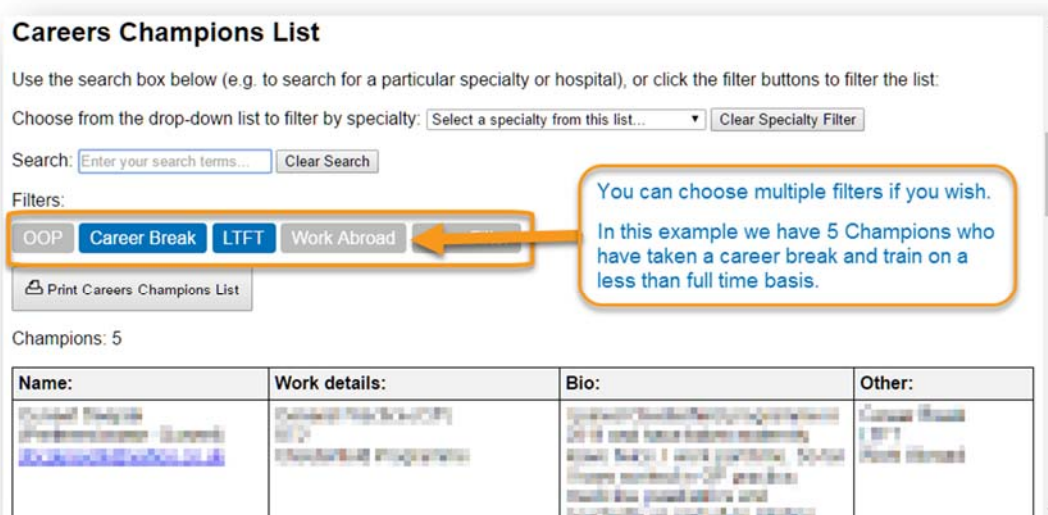
If the specialty you are looking for doesn't appear in the drop-down list, we don't – at the current time – have a Careers Champion from that particular specialty. In this case, you can select related specialties from the list, come back to the site at a later date and see if any have been added, or search for the specialty using the [free text search](#) – this may pick up other Careers Champions who have worked or trained in that specialty. We are trying to get as broad a range of specialties covered as possible so if you can't find the specialty you are looking for please [let us know](#) and we can make further effort to identify Champions from that specialty.

### Filtering by Out of Programme Experience, Less Than Full Time Training, Career Break or Work Abroad

We have filters that allow you to search for Careers Champions with Out of Programme Experience (OOP), those who have taken a Career Break, are on Less Than Full Time Training (LTFT) or have Worked Abroad. Just click on the appropriate filter button and the list will automatically update to match your criteria. Click the buttons again to remove the filter, or click the **Clear Filter** button.



You can use multiple filters at the same time, so pressing the Career Break and LTFT buttons would show you Champions who have had a Career Break and train Less Than Full Time. You can also use the filter buttons after selecting a specialty if you wish to narrow it down just to Champions from a particular Specialty.





## Free Text Search

The Search box allows you to search for any keywords and automatically filters the list as you type into the box. Searching can be a good way of identifying Careers Champions based in a particular Trust or Hospital, or search for other career-related terms.

**Careers Champions List**

Use the search box below (e.g. to search for a particular specialty or hospital), or click the filter buttons to filter the list:

Choose from the drop-down list to filter by specialty:

Search:

Filters:

Champions: 22 - we suggest you don't contact more than 10 Careers Champions in one go.

Name:	Work details:	Bio:	Other:
<a href="#">James Peckham</a> <a href="#">(james.peckham@nhs.uk)</a>	Senior Lecturer Clinical Skills Programme Royal Derby Hospital	University Medical Officer University of Derby Clinical Skills Programme Senior Lecturer Clinical Skills Programme Senior Lecturer Clinical Skills Programme	

Use the free text search box to search for hospital names, locations or other key words.

This is a live search box and the Champions list will automatically update as you type.

**Careers Champions List**

Use the search box below (e.g. to search for a particular specialty or hospital), or click the filter buttons to filter the list:

Choose from the drop-down list to filter by specialty:

Search:

Filters:

Champions: 19 - we suggest you don't contact more than 10 Careers Champions in one go.

Name:	Work details:	Bio:	Other:
<a href="#">James Peckham</a> <a href="#">(james.peckham@nhs.uk)</a>	Senior Lecturer Clinical Skills Programme Royal Derby Hospital	Academic GP trainee General Practice Academic GP trainee General Practice Academic GP trainee General Practice	

Use the free text search box to search for hospital names, locations or other key words.

This is a live search box and the Champions list will automatically update as you type.

Click the **Clear Search** button to remove your search.

If you are using the Careers Champions list on an old browser such as Internet Explorer 8 the dynamic live search won't work, instead we suggest you press **CTRL & F** on the keyboard and use the browser's Find function to search through the Careers Champions instead.

## Contacting Your Careers Champions

Each Careers Champion has volunteered to be part of the Careers Champion scheme and is waiting and happy to hear from you! We recommend you contact them by email in the first instance (their email address is on the list), although once you have made initial contact, you may follow up with telephone calls, skype or facetime or meet up for a chat – whatever works for you and your Careers Champion!

We've got more details about the kind of questions you could be asking and what kind of support the Careers Champions can and can't provide on the website – see the [Careers Champions section](#) for further details.

### **Further Help**

If you have problems with the VLE, there is a dedicated email support address: [heem.moodle@nhs.net](mailto:heem.moodle@nhs.net)