

### About the employment and training platform

Army Families Federation (AFF), is working collaboratively with the Naval and RAF Families Federations and Defence Relationship Management to create this platform to enable spouses and family members of current UK Armed Forces military personnel to have a 'one stop shop' where they can apply for jobs directly with employers who have signed the Armed Forces Covenant as well as find signposting to career and training opportunities.

### What are the benefits to you, the training provider, in signing up to promote your training opportunities on this site?

Advertise your opportunities and courses to this audience free of charge, by completing this form and returning to us by email.

Within the training section of the site, have a summary of your own company profile where you can articulate your specific commitments to the Armed Forces Covenant (AFC) and the support services that you provide.

### To note:

- By submitting this form to us you are acknowledging that you agree to having your relevant organisation information displayed on the Forces Families Jobs platform
- The platform is currently under construction. Once it is ready it will be available at [www.forcesfamiliesjobs.co.uk](http://www.forcesfamiliesjobs.co.uk)
- The Training provider page is content and signposting only and will direct interested parties to your website
- Please note that we cannot guarantee that course applicants are military spouses as the site does not require them to provide proof of identity.

### Essential criteria for advertising opportunities on Forces Families Jobs (you must select one or more of the options below to be able to be listed on the platform):

Do you provide a free service? Yes  No

Do you provide an Armed Forces discount? Yes  No

If yes, please provide details:

### What we need from you:

Company/organisation name:

Contact name:

Contact role:

Email address:

Phone number:

Website URL:

Twitter username:

Summary of the training course/opportunity you offer (circa 80 words):

Summary of your organisation's commitment to the Armed Forces community (circa 40-60 words):

**Logo:**

Please include in the email back to us your approved company/organisation logo that you would like to appear on your company profile page.

This should be a minimum of 120 x 60 pixels and can be supplied as a .jpg or .png file. Please ensure that it is a sufficiently high enough resolution.

Please submit the completed form and your logo to us via email at [help@forcesfamiliesjobs.co.uk](mailto:help@forcesfamiliesjobs.co.uk) by close of business on Wednesday 15 May.

If you have any queries, please get in touch using the email address above.

**Case studies:**

The training section of the site provides us with an opportunity to promote positive examples of successful case studies to families. If you have an example that you would like to share with us to potentially be featured in this section of the site, please get in touch with us at [help@forcesfamiliesjobs.co.uk](mailto:help@forcesfamiliesjobs.co.uk)

**Timings:**

Once we have received your completed form we will begin inputting your content and links to the site.

15 July - Site ready for you to review your content – this will be a STAGING environment and the site will not be available to the outside world to view until official launch.

15-26 July – review and approve your content and links.

July-Aug - further site preparation and onboarding of employers.

17 Sept – planned date for site to go live.

If you require any edits, please contact us.

Thank you – we look forward to having you on board!

You will need Adobe Reader to complete this form. Once completed, please save a copy then email as an attachment to [help@forcesfamiliesjobs.co.uk](mailto:help@forcesfamiliesjobs.co.uk)



Forces Families Jobs is being delivered by a tri-Service partnership between the Army Families Federation (AFF), Naval Families Federation (NFF) and Royal Air Force Families Federation (RAF).

Forces Families Jobs is a product of the Army Families Federation (AFF). AFF is a charitable incorporated organisation registered in England and Wales with registered charity number 1176393 and a charity registered in Scotland with registered charity number SC048282 having its principal office at IDL 414, Floor 1, Zone 6, Ramillies Building, Marlborough Lines, Monxton Road, Andover SP11 8HJ