



Loughborough
University

Job Ref: REQ250028

Loughborough Graduate Management Trainee Scheme

lboro.ac.uk/grad-scheme



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Introduction

Thank you for your interest in the Loughborough University Graduate Management Trainee Scheme – paid roles that develop higher education leaders and managers of the future over a three-year period.

It is an exciting scheme for new or recent graduates of Loughborough University or existing employees of the University who meet the required criteria.

The Loughborough Graduate Trainee Scheme could be for you if:

- You are passionate about higher education and the impact it makes in society;
- You are interested in a career in a dynamic and diverse organisation that has a mission to advance and disseminate knowledge for public good;
- You are hard-working and have effective written and verbal communication skills;
- You have experience of working collaboratively, as well as working independently;
- You are motivated to complete a paid Graduate Management Trainee Scheme at a top-ten University, and are passionate about Loughborough University.

Over the three-year period our employed Graduate Management Trainees will complete a range of placements across various University departments, working closely with schools and having access to the most senior leaders of the University. Graduates will engage with tailored development activities and will have access to mentors for support. The placements and development activities are designed to inspire and stretch trainees to reach their potential helping to build upon our reputation as a top ten university. Upon completion of the programme trainees will be well-suited to apply for roles at Loughborough or other universities.

The Loughborough Graduate Management Trainee Scheme could be for you. If you are an ambitious individual who meets the criteria, and you have an interest in working in higher education and for Loughborough University we would love to hear from you.



Richard Taylor
Chief Operating Officer



About Loughborough University

Loughborough is an exceptional university. During uncertain times for higher education, and whilst others scramble for the safety of the pack, we are proud to be different. The combination of our excellent student experience, enterprising outlook, world class research and unparalleled sporting success gives rise to something that's truly special and distinctive amongst the UK's universities.

It's not just what we do that makes Loughborough special, it's our focus and our spirit. We are deeply competitive but committed to partnership working. We are determined to succeed and to motivate everyone to be the best they can be.

Loughborough's sense of community runs deep: it's in our DNA. We value our unique identity and our sector-leading work on diversity and inclusion. We are hugely successful and unafraid of innovation; a learning organisation that pushes boundaries.

Our origins in 1909, as one of the UK's foremost technical institutes focused on meeting society's needs, set in train an ethos that is still evident. Today the #LboroFamily comprises over 3,800 colleagues and more than 19,000 students. We are overwhelmingly proud of them and all they achieve. From our 523-acre campus in the East Midlands and our London campus at the Queen Elizabeth Olympic Park, we operate an endeavour with an annual turnover of more than £300m.

Our strategic aims

Ambitious research and innovation

At Loughborough we think differently: we challenge convention, solve problems and take action. Through our research and innovation we are finding answers, discovering the things that matter and adding to knowledge, creating positive change across society.

Sector leading education and student experience

We provide our students with an exceptional learning environment that offers outstanding, innovative teaching, opportunities to contribute to pioneering research, and options to maximise their business potential. Working with Loughborough Students' Union, we offer the best possible all-round experience, providing our students with a wide range of opportunities that enable them to achieve their full potential, professionally and personally as well as academically.

A history of sporting excellence

We are proud of our hard-earned global reputation for sport. From elite-level athletes to trying to keep fit, we ensure that everyone at the University can enjoy sport regardless of ability or interest. Through world-leading coaching, outstanding student experiences, state of the art facilities and superb events, we create an inclusive, positive and life-shaping sporting experience for all.

International engagement and impact

We are establishing a compelling international profile and reputation, built on our distinctive strengths. We are valued for the relevance and impact of our research and for our important contribution as an international partner. Coupled with our sporting expertise, outstanding education and vibrant student experience, this engagement is helping us to build a community of committed alumni and advocates across the world.

An equitable, diverse and inclusive environment

Our campuses are home to a diverse body of people with different perspectives, values and attitudes. We are working to create an inclusive environment where such differences are shared and valued; where all individuals can reach their full potential regardless of their background.

Extensive global partnerships

Strong partnerships and collaborations are central to everything we do. We work with organisations around the world to drive innovation, boost performance and meet current and future challenges.

Our people

Life at Loughborough has a strong community feel. It is a factor we pride ourselves on.

Our students, graduates, staff and campus based partners are at the heart of all that we do.

Within this close-knit community, there is a shared atmosphere of determination, community, and a will to succeed. It is an environment that involves and motivates everyone to be the best they can be.

Our students

Student numbers 2023/24 UK/EU and international

Undergraduate	15,200
Postgraduate taught	2,600
Postgraduate research	1,250
Further education	150
Other (including temporary exchange and staff research)	300

Our alumni

Loughborough University has a global community of 200,000 graduates.

£6 million has been donated by alumni and friends of the University over the last three years.



27,000

applications were made for around 3,800 undergraduate places for 2022/23



19,500

students from 130 different countries



3,500

of our students on campus are international

Our staff

Staff numbers (December 2023)

Administrative, management and specialist staff	1,400
Researching, teaching, enterprise, specialist and supporting academic staff	1,400
Operational and technical staff	1,000

We have 3,800 members of staff. 20% of whom are international.



3,800

staff, Loughborough's biggest employer



We have received the **Race Equality Charter Bronze Award** that recognises we are beginning our journey to advance race equality.

Our collaborations

The University works with organisations worldwide, exchanging knowledge to drive innovation, boost performance and meet current and future challenges.

Loughborough's strategic partners include:

adidas

volume.lboro.ac.uk/winning-its-all-about-teamwork

Joseph Rowntree Foundation

www.lboro.ac.uk/research/crsp

Caterpillar Innovation and Research Centre

www.lboro.ac.uk/caterpillar-irc

Leicester Biomedical Research Centre

www.leicesterbrc.nihr.ac.uk

National Centre for Sport and Exercise Medicine

www.ncsem-em.org.uk

Rolls-Royce University Technology Centre

www.lboro.ac.uk/rolls-royce-utc

SportPark

www.LUSEP.co.uk/sport-park

The Manufacturing Technology Centre (MTC)

www.the-mtc.org

National Football League Academy

www.nflacademy.com

West Ham United Women

www.whufc.com



90

tenant partners are based on Loughborough University Science and Enterprise Park (LUSEP)

Our achievements

We successfully combine a world-leading research endeavour with arguably the UK's best student experience. We are home to the world's foremost academic-led elite sport ecosystem, an outstanding estate and longstanding partnerships with enterprise.



OUR LONDON CAMPUS

OPENED IN 2015
AND HOME TO 800+
POSTGRADUATES



THE TIMES AND SUNDAY
TIMES GOOD UNIVERSITY
GUIDE 2025

**TOP 3 FOR
STUDENT
EXPERIENCE**



LSU ACTION
AWARDED
QUEEN'S PLATINUM
JUBILEE AWARD

FOR SUPPORTING LOCAL
COMMUNITY (2022)



BRITISH UNIVERSITY
AND COLLEGE
SPORT CHAMPIONS

**43 YEARS
IN A ROW**



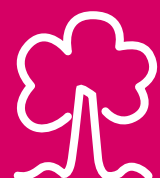
TEACHING EXCELLENCE
FRAMEWORK 2023

**AWARDED GOLD
OVERALL,
GOLD FOR STUDENT
EXPERIENCE AND
GOLD FOR STUDENT
OUTCOMES**



AWARDED
SEVEN QUEEN'S
ANNIVERSARY
PRIZES

FOR THE QUALITY OF
OUR RESEARCH



GREEN FLAG AWARDS
SINCE 2018

**ONE OF THE
NATION'S BEST
GREEN SPACES**



INTERNATIONAL
QS STARS SCHEME
2023

**FIVE STARS PLUS
INSTITUTION**

– ONE OF ONLY
20 WORLDWIDE



QS WORLD
UNIVERSITY RANKINGS
BY SUBJECT 2024

**BEST UNIVERSITY
IN THE WORLD FOR
SPORTS-RELATED
SUBJECTS**



OVER
£20M

**RAISED THROUGH
LOUGHBOROUGH
STUDENTS' UNION
RAG**



TIMES HIGHER
EDUCATION IMPACT
RANKINGS 2023

**1ST IN UK AND 15TH
GLOBALLY FOR
ADVANCING
AFFORDABLE AND
CLEAN ENERGY**



WHATUNI STUDENT
CHOICE AWARDS 2024

**1ST FOR
UNIVERSITY
FACILITIES**



THE COMPLETE
UNIVERSITY GUIDE
2025

**RANKED 6TH
OUT OF 130 UK
UNIVERSITIES**



Our staff networks

The University has a number of [staff networks](#) which enable colleagues to support each other, discuss issues within our community and wider society, and contribute to future strategic developments at the University.

Age Appreciation Group

Open to staff of any age, the group champions age diversity. The Group is currently seeking a new Chairperson to lead the development of a strategy that promotes the university as a great place to work for all ages.

Race, Ethnicity and Cultural Heritage (REACH)

The group raises awareness of race and cultural issues and is a forum to raise the profile of black and ethnic minority cultures on campus.

Staff Inclusivity Group

The Staff Inclusivity Group is committed to achieving equality for all those who work across both campuses. We aim to ensure that the University demonstrates a fair and supportive environment which provides equality of opportunity and freedom from unlawful discrimination on the grounds of disability, including mental health difficulties and neurodivergent differences.

We are proud to support our diverse community and wish to encourage and celebrate its full contribution to a University life where all colleagues are treated equally and with respect.

Part-time Staff Group

An informal support network for people who currently work flexibly or on a part time basis, or who would like to do so in the future.

LGBT+ Staff Network

The LGBT+ Staff Network encompasses staff that identify as LGBT+ and those who are allies. The Network has monthly meetings where staff highlight LGBT+-related issues, organise events and campaigns for awareness and celebration, and offer a space to ensure that LGBT+ staff are represented, supported, valued and have a structure through which they can instigate change. Our current priorities are to: work with colleagues to facilitate a systemic and structured audit of LU structures, processes and experience of LGBT+ staff (Stonewall Workplace Equality Index); implement recommendations from the audit; and create and publicised proactive policies for trans and non-binary staff.

Maia

Maia is the Loughborough University Women's Network. Maia unites women staff and Doctoral Researchers, including trans women and non-binary people comfortable in a female-centred community, across Schools, Professional Services and Loughborough Students' Union. Maia seeks to make change happen across the University by providing an inclusive community and networking opportunities, creating meaningful, impactful events and initiatives, and delivering and advocating for change to progress gender equity at Loughborough.

International Staff Group

The network supports the development of a fair and supportive environment that provides equality of opportunity and freedom to international staff.

Working Parents and Carers' Network

For all staff who have, or who have had, parental or caring responsibilities, this network provides a forum for support, sharing experiences and raising issues relevant to working families. We are an informal group which aims to offer a community for working parents and carers, and which also seeks to influence university policies and practices which impact on our members.

Armed Forces Network Group

Open to those staff, and their family members, who have served in the Armed Forces. The University is a signatory to the Armed forces Covenant and has pledged to treat with fairness and respect those who serve or who have served in the Armed Forces, and their families. Our Armed Forces Network provides a forum and support group for staff and students who are Military Reservists, Veterans and their family members. The University promotes itself as an armed forces institution with HR policies that support the recruitment of veterans and their families. Our contribution was recognised with a Silver award in the 2021 Defence Employer Recognition Scheme.

Staff 2000 Network

The Staff 2000 Network provides opportunities for staff at grades 1-5 to have their voices heard and to raise any issues and concerns. It is facilitated by a group of committed colleagues who will offer practical help and support to staff who would like to be involved in running the network.

The Staff 2000 Network aims:

To create a network specifically for, and led by, staff in Operational, Administrative and Technical job families.

To develop better engagement, that builds trust and respect, and inspires us all.

To hear the issues and concerns of staff from these grades and an opportunity to address any concerns.

To empower you and give you space to work together and develop ideas.

Early Careers Staff Network

The Early Careers Staff Network strives to promote a culture of ongoing professional development and support for staff members who are new to their career in higher education.

Aims of the network are to:

Provide an informal and supportive space for Early Careers staff from across the University to meet, share experiences and socialise.

Provide opportunities for members to learn from their peers, professionals in the industry and other network groups both internal and external to the University.

Signpost resources and training, development and mentoring opportunities. delivering and advocating for change to progress gender equity at Loughborough.





About the scheme

The Loughborough University paid Graduate Management Trainee Scheme is now seeking to recruit its seventh cohort of high-calibre individuals to take up their position on the scheme in September 2025.

The scheme is an exciting employment opportunity for ambitious graduates seeking a role in leadership and management within Higher Education. Completion of the Loughborough Graduate Management Trainee Scheme will put trainees in a good position to apply for permanent roles at Loughborough and across the wider Higher Education sector.

Over a three-year period, Graduate Management Trainees will complete a variety of placements from across different areas of the University, working closely with schools and the most senior stakeholders.

The placements provide the opportunity for exposure to a variety of roles and experience in what it takes to run a top 10 University.

Although the roles and responsibilities will vary, all of the placements are designed to challenge trainees to ensure they reach their potential. The diverse range of Professional Service areas hosting placements have previously included:

Academic Registry, the Change Team, Estates and Facilities Management, Finance, IT Services, Organisational Development, Planning, Loughborough Sport, a School based placement and the Vice-Chancellor's Office.

Placements are based in Loughborough although there may be the opportunity to work with our London campus. The placements work on a rotation basis and trainees will follow a pathway that is curated for them over the three-year period to ensure a breadth of challenges and exposure to the different workings of the University.

All trainees will have the opportunity to complete a range of professional development activities to support in their role and will undertake activities such as process review activities and learning about effective governance and committees within Loughborough University.

Learning and development is an essential component of the Loughborough Graduate Management Scheme, the placements and projects are complemented by a tailored development programme providing access to a range of University courses and learning activities to support each Graduate in their role. In addition, Graduate Management Trainees will have access to a mentor.

Upon completion of the scheme trainees should be eligible and well-suited to apply for permanent roles at Loughborough or other universities.

Salary and benefits

The first year starting salary for trainees on the Loughborough Graduate Management Trainee Scheme is £31,637 with subsequent increments by one pay point per year. The starting salary will increase in line with the annual increments for the role each year and where a cost-of-living increase is applied by the University.

Loughborough University prides itself on providing staff members with a strong level of support, a welcoming work environment, and an excellent package of benefits for our employees.

Our benefits package is designed to offer support and incentives that fit in with the different stages and circumstances of an individual's life/career. Some of the benefits available to our Loughborough Management Graduate Trainees include:

- Rewards to recognise excellence and achievements
- Established Pension schemes
- 22 days annual leave plus 14 bank holiday and concessionary days
- Access to the country's largest concentration of high quality sports training facilities
- Commitment to flexible working arrangements where possible
- Professional development courses
- On-site nursery
- A Cycle2Work scheme

More details on our employee benefits can be found online lboro.ac.uk/services/hr/jobs/employee-benefits



Our Graduate Management trainees

Since launching in 2018, we have welcomed six cohorts of Graduate Management Trainees. Some of our Graduate Management Trainees have shared insights around their experiences so far and why they chose the scheme below.

Cohort of 2022

Ben

BSc Psychology and MSc Work Psychology

Whilst completing my final year of study, I was keen to explore opportunities to work in Higher Education. Having worked at the University for just over two years now, the Graduate Management Trainee scheme has offered me a huge variety of experiences and opportunities for development.

Vice-Chancellor's Office

I started the scheme with a role in the Vice-Chancellor's Office, primarily working on a mixture of executive recruitment projects and event management. This was a particularly valuable opportunity to work alongside the University's senior leaders, and gain insight into their decision-making processes and approaches to leadership within HE.

Skills Developed: Event Management, Professional Writing, Senior Stakeholder Management.

Strategic Change Team

My second placement focused on the team responsible for overseeing projects deliver positive change to the operations of the University. During this time I was involved with shaping the new Vice-Chancellor's Awards into a University-wide approach to reward and recognition, engaging in process reviews, developing comms plans, and event management.

Skills Developed: Project Management, Stakeholder Engagement, Event Management.

School of Science and Loughborough London

The GMT scheme has enabled me to work in the University's Academic Schools as well as Professional Services. This placement offered valuable insight into the inner workings of the University's Schools, during which time I was responsible for overseeing events and initiatives that support equity, diversity and inclusion across the School of Science and the University's London campus. Alongside these roles I was able to support colleagues in Legal Services with a mixture of procurement activity and sustainability insights.

Skills Developed: Influencing Without Authority, Procurement Processes.



Academic Registry

A key aspect of the scheme so far has been working within the Academic Registry – a vital part of the University involved with supporting students across their studies. My time within this Professional Service focused on a number of process reviews; exploring opportunities for greater efficiency (by engaging with both staff and students).

Skills Developed: Process Review, Professional Writing, Change Management.

Strategic Planning Team

My current role at the University is based within the Strategic Planning Team, who hold oversight of the planning and resource allocation processes, alongside the provision of information for University leaders. Within this role I support the University Leadership Group, Executive Board, and Deans' Strategy Group, ensuring that these meetings are effective and efficient. Whilst this was initially an intimidating task, this has proved to be both fast-paced and insightful.

Skills Developed: Governance, Influencing Without Authority, Event Management.

Cohort of 2022

Sandra

BSc (Hons) Sociology and MSc Social Science Research (Social Policy) (Current)

The Graduate Management Trainee Scheme is an incredible opportunity for individuals to challenge themselves, develop beneficial skills to reach their full potential and become future leaders within the Higher Education sector.

The scheme is very flexible, allowing you to identify areas you are interested in. For example, I serve as the Operations (Advocacy) Lead in Maia, the University's Women's Network, focusing on enabling connections in an inclusive community.

Finance Office

My first placement was in the Finance Office, where I looked at the supplier set-up process, covering £100m+ of spending and impacting most university colleagues. Throughout the project, I analysed and interpreted the spending patterns of schools and professional services, identifying the main issues and providing recommendations to improve the process.

It also involves regular communication with stakeholders both in the Finance Office and externally to gain better insight from end users' perspectives, according to Loughborough's process improvement method.

Skills Developed: Project management, data interpretation and analysis, website design, Agresso Financial System, Microsoft Visio and Project software.

Loughborough University London

My second placement was at Loughborough University London, where I thoroughly reviewed the student lifecycle to produce new initiatives to improve student experience.

Partnered with Global Engagement, Creative and Print Services, and Student Services team, I pioneered the production of Loughborough University London hoodies and academic year planners to create a sense of belonging.

Skills developed: Project management, data interpretation and analysis, communication, creativity, Power BI.



Vice-Chancellor's Office

Following London, I had the incredible opportunity to provide strategic support to Professor Dan Parsons, Pro Vice-Chancellor (Research and Innovation) and Professor Jo Maher, Pro Vice-Chancellor (Sport). This placement allowed me to make a meaningful impact on the University's Strategy, as I supported PVC (Sport) in developing the Sporting Excellence and Opportunity Core Plan, which secured the approval of the University Council and Senate within six months.

Skills developed: Stakeholder management, governance, organisation and prioritisation.

Academic Registry

My current placement is in Academic Registry, based in Student Records and Operations, where I am responsible for streamlining the Freedom of Information process and supporting the student lifecycle activities.

Skills developed: Process streamlining and automation.

Cohort of 2023

Tandrima

MA Storytelling

While studying for my Masters, my interest in Higher Education grew. I was struck by the influence this sector can have on the generations to come. When I graduated in 2021, I hadn't imagined coming back to my alma mater and being able to contribute to its work. But, after two years of working across a few different industries, I came across the Graduate Management Trainee scheme. I jumped at the opportunity not only because of the varied experiences I would have, what I could learn from each of them, how the scheme could contribute to my development, but also for how I could help the University.

With my first placement in Academic Registry, I have been able to achieve all of the above. My first task was to look and compare aspects of Loughborough's policies on assessments with those at other institutions, identifying key differences and summarising my research for senior leaders. This work has led to a reconsideration and rewriting of those regulations. In the same vein, I also looked at the policy and framework the University has with regards to conducting exams overseas and am currently rebuilding the framework. I have also been able to assist in preparing for an upcoming audit. Although the visit is pending, the University is well prepared for it, and I take pride in acknowledging my contribution to this readiness.

For my second placement, I supported the Pro Vice-Chancellor for Education and Student Experience. In this role, I had the opportunity to work on a range of impactful projects. One of the projects I worked on delivered the restructured Academic Calendar Year, including adjustments to the Special Assessment Period timings. This initiative streamlined scheduling and optimized workflows ensuring greater efficiency across the University. I also reviewed the Personal Tutor programme in the university working with colleagues from across various schools and departments of the University. I primarily worked on enhancing the communication provided to students by developing a new postcard design that can be adapted to fit various mediums. Additionally, I supported governance for strategic boards, including DigiLabs PMB and the Learning & Teaching Working Group, actively contributing to university-wide educational initiatives. Furthermore, I conducted a comprehensive study on Doctoral Researcher experiences, providing strategic insights that will inform long-term planning and improvements for postgraduate researchers.

In my current placement, supporting the Head of Technicians and the acting Head of Operations for SDCA (School of Design & Creative Arts), I am experiencing somewhat of a 'split' placement. Working for both the Technicians Commitment initiative, which is designed to improve their experience, along with SDCA a school that is undergoing a lot of change. In working for Technicians Commitment, I have had an amazing opportunity to think about and look at various things in a different way, it has helped me develop a new perspective. Whereas my work in SDCA is constantly showing me how powerful data can be.

In all this, every single person I have come across along the way has been welcoming, kind, and supportive. From indulging questions to offering opportunities, the community at Loughborough University is its biggest strength and as Graduate Management Trainees we have the singular opportunity to interact with and make the most of a wide range of staff across the institution. This is a role in which a Graduate Management Trainee can grow along with the University. We help the University with new ideas and a fresh perspective, and the University helps us develop professionally. Given that I'm halfway through my journey as a Graduate Management Trainee, I can say with certainty that this is the best experience of my professional life.



Cohort of 2023

Liam

LAW (LLB)

As a GMT I have undertaken diverse and challenging placements that have expanded my understanding of the HE sector and its challenges. These experiences have allowed me to deliver impactful projects, develop key transferable skills, and collaborate with senior leaders, contributing to both my personal and professional growth.

In my first placement, as Data Analyst & User Experience Officer, at University Library, I led a Library spaces survey and conducted a comprehensive data audit, aligning services with the Library's strategic goals. My work delivered data-driven improvements that enhanced Library spaces. Collaborating with senior leaders, I challenged traditional practices and proposed innovative ideas that achieved record engagement. This placement strengthened my skills in data analysis, project management, and stakeholder engagement, providing a strong foundation in user experience and decision-making within HE.

As a Project Support Officer for Project Compliance, one of the key pillars of the university strategy, I supported compliance and change management initiatives in the Strategic Change Team. I helped to refine compliance frameworks to align with policies and regulations and worked with cross-functional teams to facilitate change projects. This placement deepened my understanding of organisational change and its role in improving institutional efficiency while further developing my skills in project governance, collaboration, and web design.

Currently, I am based in IT Services Project Management Office, leading the Minimum Viable On-Premise Infrastructure Project (MVOPI), which aims to modernise IT infrastructure and reduce our on-premise infrastructure running costs. I have drawn on my PRINCE2 Practitioner and SCRUM Master project management qualifications to develop project plans, correct errors that I had identified in previous templates, and collaborate with technical teams to deliver on strategic objectives. This placement has enhanced my leadership, problem-solving, and organisational skills while building my confidence as a project manager navigating complex challenges.

Each placement has been a stepping stone in building a versatile skill set, including project management, stakeholder engagement, data analysis, compliance oversight, and change management. Collaborating with senior leaders has provided valuable insights into institutional strategy and governance, while tailored professional development activities have strengthened my confidence, critical thinking, and leadership skills.

I am proud to contribute to Loughborough University's mission and values and am committed to using these experiences to support its continued success as a leading HE institution.



Cohort of 2024

Rianne

BA Languages with International Business (French and Spanish)

My journey into the Graduate Management Scheme was different from most, not being a Loughborough grad. I completed my undergraduate course at Sheffield Hallam quite a few years ago, and found my way to Loughborough through a part-time dance society coaching opportunity within LSU.

In 2023, I realised that I loved the institution enough to seek a full-time Professional Services role and got my foot in the door taking on a maternity cover post at the School of Science. I then moved to Marketing and Advancement, learned that it wasn't quite right for me and then became a Placement's Officer in the Business School. When my contract was coming to an end, it came to light that staff can qualify for the GMT scheme if they are a graduate. The rest is history, and now it is my personal mission to spread the word that staff can be GMTs too!

My favourite part about the scheme which sets it apart from my previous work is the focus on self-development. Opportunity, trust, freedom and reflection are built into the scheme, encouraging us to partake in trainings, events and networking, such as "Lunch & Learn" sessions with experienced/past GMTs and prestigious guests. The support around and within the GMT network is the best I've experienced, and I know I will grow so much over the three years.

My first placement has been in the Vice Chancellors Office, based with Strategic Planning as Pro-Vice-Chancellor Support. It is incredible that the scheme allows such an opportunity as to support two such high profile colleagues – Pro-Vice Chancellors for Research and Innovation and Education and Student Experience – and I have learned a remarkable amount in just a few months. Facilitating their meetings and events combined with a diversity of strategic and reactive activities brings so much variety to my work.



Cohort of 2024

Farhaan

BSc Management (2020-2024)

During my placement at Loughborough University, as part of my degree, I discovered a profound passion for working in the higher education sector. The vibrant sense of community here inspired me to pursue a career within this environment after graduation. With a BSc in Management, I was eager to find a role in business management, and this scheme seemed like the perfect fit!

My first placement in the Strategic Portfolio Management team has been incredibly rewarding. It has enabled me to leverage my strengths, acquire new skills, and build valuable networks across the University. In this role, I played a crucial part in managing the communications strategy, which included overseeing the website, creating a newsletter, and establishing a new mailing list. My creativity truly shone through in these responsibilities, allowing me to excel.

Additionally, I have been involved in various other priorities of the Strategic Change Team, such as collating project progress reports, transforming project templates, and participating in project meetings and events. This has allowed me to establish networks not only with individuals in my team, but also across the whole university. I have also assumed the role of Communications Co-Lead within the Race, Ethnicity, and Cultural Heritage (REACH) network, which has enabled me to make additional connections and further develop my creative skills. I am excited about what the remainder of the scheme holds for me, as I continue to develop my skills and thrive in the higher education setting. I wholeheartedly recommend this scheme to anyone looking for a career that offers extensive exposure, a wealth of networking opportunities, and unique experiences that are hard to come by.



Application and recruitment process

Eligibility

For our paid Graduate Management Trainee Scheme, we are looking to recruit Loughborough graduates who have graduated in the last 2 years (since 2023) and current members of staff who have previously graduated, not necessarily from Loughborough University. No previous management experience is required but applicants will need to demonstrate how they can meet the criteria outlined in the Person Specification in the Job Description, available on our recruitment page. lboro.ac.uk/join-us/grad-scheme

The Graduate Management Trainee role is sponsorable, and the University will be able to assign a Certificate of Sponsorship to support a Skilled Worker visa application.

How to apply

Applications must be submitted using our official online application form, using the 'Apply Online' button found at the link above. CVs will not be accepted, applicants must use the supporting statement to address the criteria.

Application dates

Opening date: Tuesday 4 February

Closing date: Tuesday 4 March

Online Assessment Centre: Wednesday 26 March

Interviews: Tuesday 8 April

Once the application process has closed we will carefully consider all applicants, screen for eligibility and shortlist a small number of applicants.

Selection process

Stage one – applications open

Applications are open from **Tuesday 4 February to Tuesday 4 March**

Stage two – online assessment centre

Shortlisted applicants will be invited to attend an assessment day on **Wednesday 26 March**, during which they will be required to take part in a number of exercises.

Stage three – panel interviews

Applicants who are successfully shortlisted from stage two will be invited to complete further online activities and attend panel interviews on **Tuesday 8 April**.

Start date

Successful applicants will begin the Loughborough Graduate Management Trainee Scheme **mid September 2025**.

Useful resources

Who we are

lboro.ac.uk/about/who-we-are

Our achievements

lboro.ac.uk/about/achievements

Our history

lboro.ac.uk/about/history

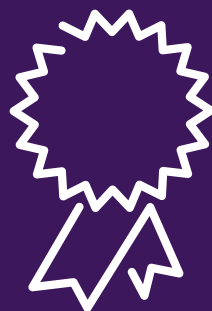
Working for us

lboro.ac.uk/services/hr/jobs

Contact us

For further information please contact Organisational Development
by email at OD@lboro.ac.uk





**CONSISTENTLY RANKED
AS A UK TOP TEN
UNIVERSITY**

THE COMPLETE UNIVERSITY
GUIDE 2017-25