What Happens When You Apply To Work At Leading Lives

You apply to role advertised either by calling, emailing or filling in the application form.

We email you within 2 working days inviting you to a pre-screening call. An alternative form of initial communication can be requested.

You book a convenient call time.

The pre-screening call should occur at the arranged time. But calls do overrun sometimes, so we may be a few minutes late calling you.

You don't book within 5 working days.

We pause your application and send you an email to let you know this.

During the call you can tell us your communication preference.

Once call has taken place, your application will be reviewed within 5 working days.

If we want to progress to interview, we will book one with you within 10 working days or at the earliest convenient date.

If we do not want to progress to interview, we will let you know via your preferred communication method.

Your interview will be Monday to Friday, 10am-3:30pm. (If you cannot attend during these hours, speak to us so we can try to arrange an alternative).

We will send written confirmation via email or text with the interviewers' name, the date, time and place of interview, and any documentation you need to bring.

The interviewer should confirm again the day before the interview. If you have any issues prior to this, please contact the interviewer or recruitment@leadinglives.org.uk.

Once you have had your interview, you will hear if we want to employ you or not within 5 working days.

If you accept our offer, we will begin the onboarding process with a confirmation email. This can take between 4-6 weeks.

If we do not offer you the role, we may ask if we can contact you in the future if we have other roles that may be of interest to you.