



Business Services Authority

Your NHS Jobs newsletter

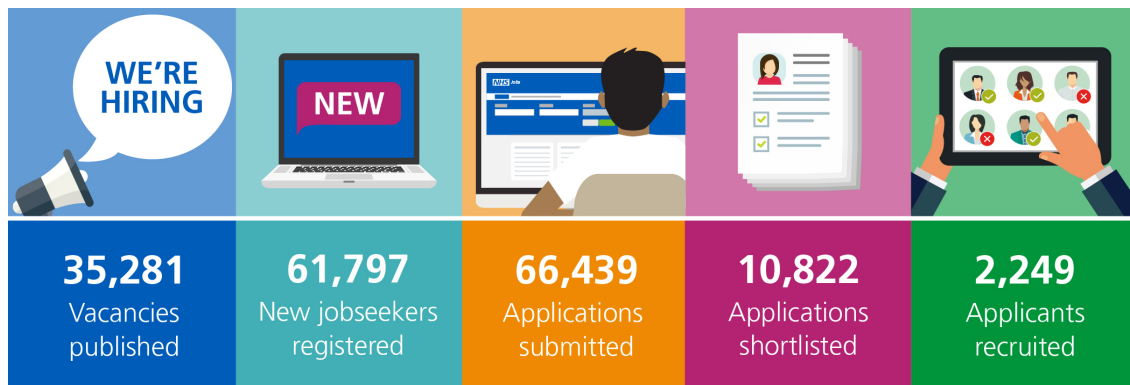


NHS Jobs - A Workforce Service delivered by the NHSBSA

In this edition; NHS Jobs eLearning, training and support...

Did you know?

In May 2024 there were...



...on NHS Jobs

NHS Jobs eLearning

The NHS Jobs training and support team have created new interactive and engaging eLearning for super users, team managers, recruitment

administrators and recruiting managers.

The eLearning is available on the NHS Learning Hub and is broken down into role based modules. The modules include regular knowledge checks to test your understanding.

It is available on demand meaning that you can complete the modules as many times as you want, at your own pace, and at a time that suits you.

Access the eLearning

1. Register for an account via the [NHS Learning Hub](#). If you already have an account, you can sign in.
2. Once you're signed in, you can find the NHS Jobs eLearning courses in the [NHS Jobs catalogue](#).

Help and support

We've published a range of information and resources to support you with the NHS Learning Hub, including:

- [How to access the NHS Jobs eLearning on the Learning Hub - user guide \(PDF: 697KB\)](#)
- [How to log in to the Learning Hub - user guide \(PDF: 379KB\)](#)
- [How to create an account on the Learning Hub - user guide \(PDF: 555KB\)](#)

If you have any further questions, please get in touch with us at nhsjobstrainingsupport@nhsbsa.nhs.uk

Training and Support

Here are some of the most frequently asked questions we received last month, along with the answers and guidance on where to find more information:

What details of a vacancy can be amended after the advert has been published?

Several details of a vacancy can be amended after it has been published. These include the closing date, job description, and contact details.

To amend one of the sections, you must be a super user or recruitment administrator.

For further information and a full list of what can be amended on a published listing, please visit our FAQ: [What details of a vacancy can be amended after](#)

[the advert has been published?](#)

Further support and user guides are available on our [Help and support for employers page](#).

For bitesize video tutorials, subscribe to our [NHS Jobs YouTube channel](#) and select the bell icon for future notifications.

What is the employer hub and how do I access it?

The employer hub is the main page for employers who want to publish job listings in NHS Jobs. It can be accessed from the [NHS Jobs website](#).

On the employer hub, you can [sign into your employer dashboard](#), access help and guidance resources and find out NHS Jobs website updates.

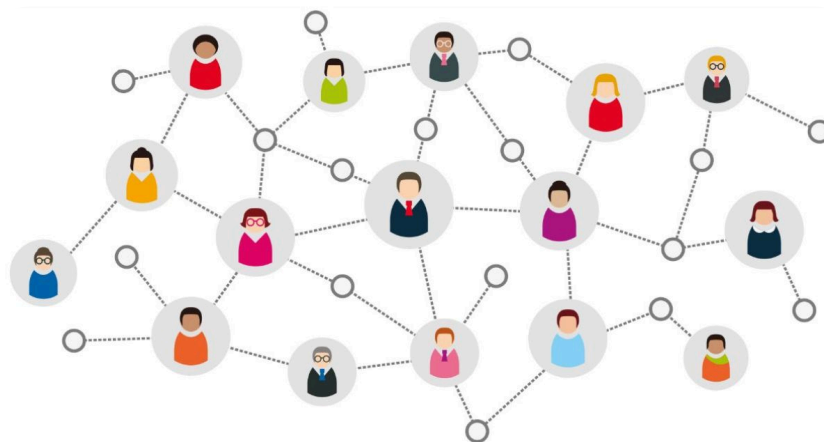
To find out more about what you can do on the employer hub, please visit our FAQ: [What is the employer hub and how do I access it?](#)

Further support and user guides are available on our [Help and support for employers page](#).

For bitesize video tutorials, subscribe to our [NHS Jobs YouTube channel](#) and select the bell icon for future notifications.

Help and support

If you have any questions or queries relating to these events or videos, please email nhsjobstrainingssupport@nhsbsa.nhs.uk



Thanks for reading

Did someone forward you this newsletter? Make sure you don't miss out on all the latest news from NHS Jobs.

[Join our mailing list here.](#)

Don't forget to follow us on X (formerly Twitter) - search for [@NHS_Jobs](#)



Copyright © NHS Business Services Authority. All rights reserved.

Our mailing address is:

Stella House, Goldcrest Way, Newcastle Upon Tyne, NE15 8NY

Want to change how you receive these emails?

You can update your preferences or unsubscribe from this list.