JOINING THE GO CONSTRUCT STEM AMBASSADOR SCHEME
<table>
<thead>
<tr>
<th>Contents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>01</td>
</tr>
<tr>
<td>Sign in</td>
<td>02</td>
</tr>
<tr>
<td>Identifying as a Go Construct STEM Ambassador</td>
<td>03</td>
</tr>
<tr>
<td>Skills &amp; Qualifications</td>
<td>04</td>
</tr>
<tr>
<td>Schemes Participation</td>
<td>05</td>
</tr>
<tr>
<td>Induction &amp; DBS/PVG checks</td>
<td>06</td>
</tr>
<tr>
<td>Completing STEM Induction</td>
<td>07</td>
</tr>
<tr>
<td>DBS Check &amp; Guidance</td>
<td>08</td>
</tr>
<tr>
<td>Contact Information</td>
<td>09</td>
</tr>
</tbody>
</table>
INTRODUCTION

This guide will provide visual step-by-step instructions to help you add the Go Construct STEM Ambassador scheme.

This is a specific scheme that has been set up for the construction and built environment industry.
Step 1

Joining the Go Construct STEM Ambassador scheme
SIGN IN

Sign in to your STEM account

To sign in please click or enter this link
https://www.stem.org.uk/user?destination=dashboard
IDENTIFYING AS A 'GO CONSTRUCT' STEM AMBASSADOR

How to identify as a Go Construct STEM Ambassador

When you have completed your registration to become a STEM Ambassador, you will need to go onto your dashboard and click on 'edit profile'
SELECT SKILLS & QUALIFICATIONS

Select Skills & Qualifications

This will show you your career history and qualifications, any professional institutions you are a part of and the schemes that you are a member of.

Click Edit
SCHEMES PARTICIPATION

Adding the Go Construct Ambassador scheme to your profile

Scroll down the page to find the 'schemes participation' section.
Type Go Construct STEM Ambassador directly in the box or click in the box and select the scheme from the list shown.
Finally, to confirm that you are happy to share your Ambassador performance information with us, just tick the box.
All information will only be shared with CITB. By agreeing to share your information with us you will have access to the latest construction specific resources and support.
Click on submit
Step 2

Inductions and DBS/PVG checks
COMPLETING THE STEM INDUCTION

Once you have registered, your local STEM hub will send a verifying email to your chosen email address. You need to click on the link in the body of the email and sign into your newly created account.

You will also be requested to complete a short induction in the registration email.
Complete your DBS check

You will receive a separate email to complete a free of charge DBS application (or PVG if you’re in Scotland).

You will still have access to your dashboard on your STEM account, however, you will not be an approved Go Construct STEM Ambassador until this check is completed.
Once you have completed these 3 steps you will have successfully signed up as a Go Construct STEM Ambassador. We will be in touch to welcome you to the scheme and share details of how we can support you. We are excited to share plans for how we hope to support you in your role of inspiring the next generation to join the construction and built environment sector.

If you need any further assistance, we are here to support you so please contact the team via the following email address:

**For all general enquiries please contact**
ca@citb.co.uk

**Alternative email contacts:**

Carla Tidd  
Carla.tidd@citb.co.uk

Sameerah Marshall  
Sameerah.marshall@citb.co.uk

Robbie Smith  
Robertj.smith@citb.co.uk