

Apprenticeships +

Apprenticeship Information Session

The
Sheffield
College



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What we will be covering today:

- What we offer and the recruitment service
- What is an apprenticeship and break down of a standard qualification
- Benefits of an apprenticeship and examples of employers we work with
- A typical week and apprenticeship contract
- What next?
- How to apply
- Progression and career opportunities
- Questions



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Introduction to the team and The Sheffield College

- Apprenticeship Recruitment Team
- We provide the service between candidates like yourselves and employers across the Sheffield City Region
- We work with you to match your skill set and career aspirations to the Apprenticeship vacancies available with employers
- We check entry criteria and requirements for the apprenticeship job roles on behalf of the employer



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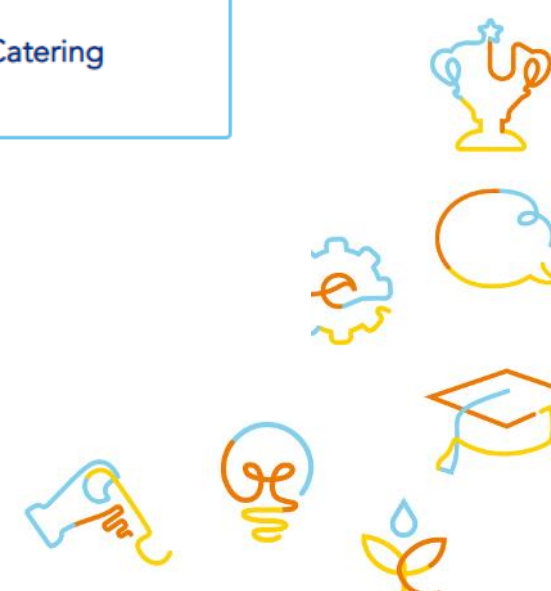
The Sheffield College

- Further Education College as well as apprenticeships we deliver high quality academic (A-Levels, University level) and vocational training (more hands-on) throughout the city and beyond.
- We have a number of campuses across Sheffield, the main of which are City, Hillsborough, Peaks, Olive Grove and Pennine Five.
- Employer Engagement Team (employers) and Apprenticeship Recruitment Team (learners)
- We work with a vast range of employers across the South Yorkshire region



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What we offer...



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What is an Apprenticeship?

- An alternative method of study to A-Levels and University level qualifications
- A nationally recognised qualification comprising of a number of components
- A way of learning the skills necessary for various careers whilst earning a wage at the same time
- An Apprenticeship length and level can vary depending on subject



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What makes up an Apprenticeship?

For an **Apprenticeship Standard** qualification

This may consist of:

- A Practical qualification within your workplace
- A Theory qualification at college
- English and Maths qualifications if you don't already have a GCSE 9-4 (A* - C) pass.
- Skills
- Knowledge
- Behaviours
- End point assessment



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Entry Criteria

What qualifications will I need to start the apprenticeship?

- You will be expected to have achieved at least 4/C's in both your Maths and English GCSE's, or be willing to work towards achieving these whilst on your Apprenticeship (we will help you achieve your Maths and English through functional skills).
- This is dependant on which course you are applying for
- Some companies may also have additional entry requirements so please check each vacancy carefully! For example, Dental Nursing requires Maths and English as well as Double Science grade C and above to start



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Benefits of an Apprenticeship

- Earn a salary whilst gaining a qualification
- Paid holiday
- Learn from industry experts
- Learn from the exact skills that employers are after on the job
- Employers are more likely to keep an Apprentice on after they have finished their Apprenticeship
- Increased future earning potential
- Not only do salaries increase when you finish your training, but research shows that those who complete a Higher Apprenticeship could see an increased earning of an estimate £150,000 over their lifetime
- 6 hours per week off the job training - specified time to complete your course work and training to ensure success
- Enjoy support from a learning mentor



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LIBERTY
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SYHA
South Yorkshire
Housing Association
Delivering quality local living



The
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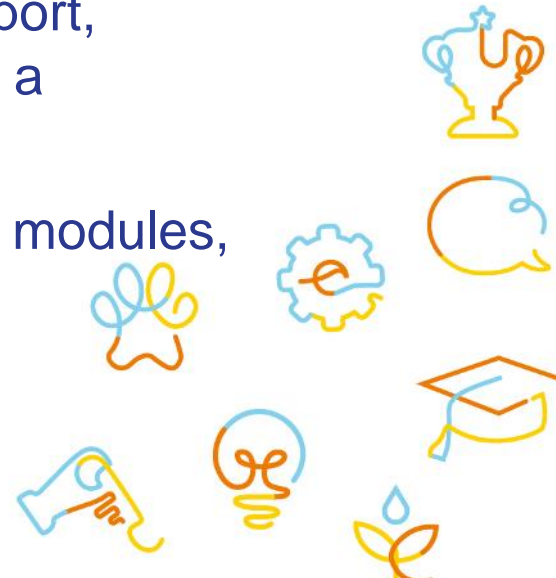
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What does a typical week look like as an apprentice?

- Every Apprenticeship is different but typically you'll be employed by a company full-time (30-40 hours per week) and a college session one day a week for your lessons or block release for some courses. Focussing on studies for roughly 6 hours per week
- The majority of your training will take place in the workplace; you will be able to develop your skills in a supervised environment and apply what you are learning to your daily routine.
- As an apprentice we offer you the following - workplace support, in-class support, childcare, mental health and well-being, support with exams and support with a learning or physical disability.
- You will be assessed on the job as well as completing projects and academic modules, working towards an end point assessment at the end of your course.



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Apprenticeship Contracts of employment Information

Start Date and Enrolment

Start date agreed with employer and enrolment booked as close to that date as possible.

Course Duration

Some Apprenticeships may last for anywhere between 12-24 months, whereas others may be as long as 48 months

Holidays and annual leave

As a legal requirement you'll get a minimum of 20 days per year, although this may be more depending on your employer.

Apprenticeship Salary

An Apprenticeship is paid training, so you get a qualification at the same time as earning a wage.

First year you are entitled to the Apprenticeship National Minimum wage or more

If you have completed the first year of your Apprenticeship and you are over 19 you will be paid national minimum wage for your age.

Hours per week

Contract of employment 30-40 hours per week



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So, you have applied for an apprenticeship. What next?

Once you have applied for the Apprenticeship standard the College will offer you a conditional place subject to the following:

- Applying for apprenticeship vacancies in your chosen area
- Suitable apprenticeship employment relating to the course
- Gaining the course entry requirements at GCSE

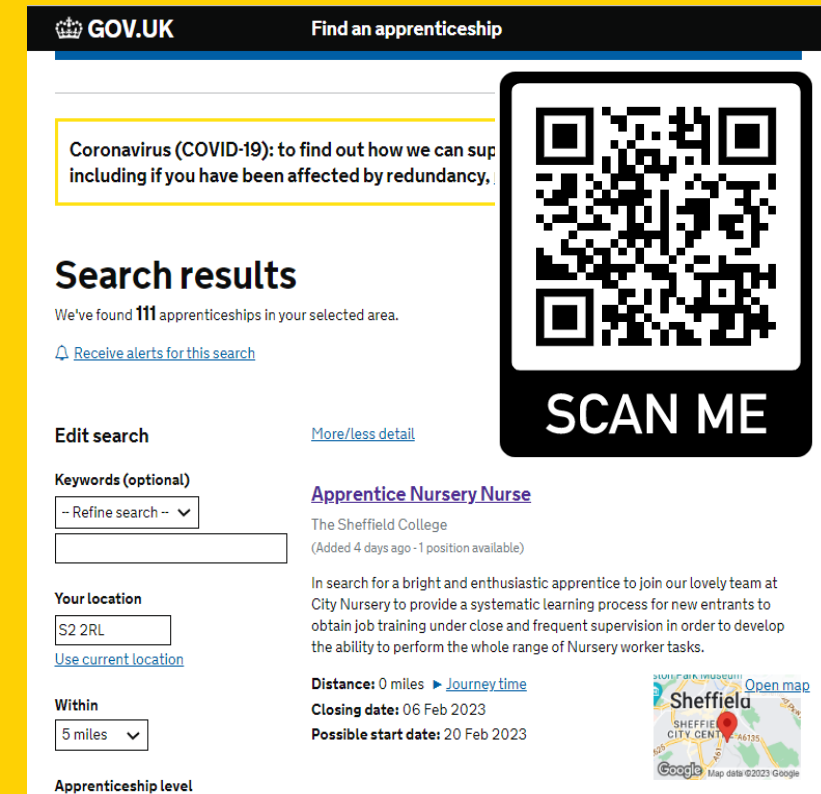
We would also advise applying for a full time course as a second option.



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Find an Apprenticeship GOV Website

- If you know the type of apprenticeship you're looking for use the keyword search.
- To search what apprenticeships are available in different industries you can search by category
- Select this option if you'd like to refine your search by job title, employer or reference number.
- Search for apprenticeships in your chosen location or postcode.
- Choose how far from your location you want to search – considering your travel arrangements
- You can also search by apprenticeship level.



The screenshot shows the GOV.UK 'Find an apprenticeship' page. At the top, there is a QR code with the text 'SCAN ME' below it. A yellow banner contains a message about Coronavirus (COVID-19). The main section is titled 'Search results' and states 'We've found 111 apprenticeships in your selected area.' Below this, there are links for 'Receive alerts for this search' and 'More/less detail'. The search filters include 'Keywords (optional)' with a dropdown menu, 'Your location' set to 'S2 2RL' with a 'Use current location' link, and 'Within' set to '5 miles'. The search results list an 'Apprentice Nursery Nurse' at 'The Sheffield College', noting it was added 4 days ago and 1 position is available. A description of the role is provided, along with 'Distance: 0 miles', 'Closing date: 06 Feb 2023', and 'Possible start date: 20 Feb 2023'. A small map of Sheffield is also visible.



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Recruitment Process after applying for the course

Apply for a specific vacancy

- 1. View our live Apprenticeship vacancies – National Apprenticeship Service/website – “find an apprenticeship”
 - 2. Once you've found a vacancy you like the look of you can apply by completing the application form through your NAS account
 - 3. Our Apprentice Recruitment Team will contact you to invite you to a 1-2-1 session to go over your application, skills, what makes you suitable for the role and career aspirations
 - 4. Your application will then be sent to the employer by the recruitment team
 - 5. If shortlisted, you will be invited to an interview with the employer
 - 6. The employer will then contact you to let you know if you have been successful
-

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NHS Apprenticeships



There are more than 350 different NHS careers, there are hundreds of different jobs which can be done through an apprenticeship. The NHS Careers website offers the following:

- Quiz - Let's find your health career
- Course finder
- Search for vacancies
- Not every apprenticeship is available in every area, so if you can't immediately see your ideal vacancy, it's a good idea to widen your search criteria for other opportunities and keep checking throughout the year
- You could also contact the NHS trusts in your area to find out what apprenticeships they might be planning.





- ✓ An apprenticeship combines practical training in a job with study
- ✓ The full cost of the training and assessment is covered by the Apprenticeship Levy
- ✓ There are no changes to the terms of your employment
- ✓ A qualification achieved via an apprenticeship is equal to the same qualification achieved elsewhere

PROUD Apprenticeship Level 2

On completion of the PROUD Apprenticeship there are opportunities to progress to a Level 3 apprenticeship

HR & LED Apprenticeship Pathway

Business Administration Apprenticeship Pathway

Leadership & Management Apprenticeship Pathway

Business Analyst

Data Analyst

Project Management



Sheffield Teaching Hospitals
NHS Foundation Trust

Career progression is not linear. You can step in or out at any point depending on your experience, career goals. You must check that you meet the entry requirements for the apprenticeship you select.



Sheffield Teaching Hospitals
NHS Foundation Trust

If you would like to register your interest for apprenticeships at STH, please scan here

PROUD Apprenticeships



PROUD
TO MAKE A
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SHEFFIELD TEACHING HOSPITALS NHS FOUNDATION TRUST



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Alternatively...

If you know a company or employer who is looking for an Apprentice, let us know. We can take you and the employer through the process together ready for enrolment.



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Progression and career opportunities

- Progress to the next level apprenticeship with the same employer
- Go onto university upon completion of any Advanced Apprenticeship (Level 3+)
- Further your Apprenticeship study by progressing to a Higher Apprenticeship (Level 4+)
- Gain full time employment either with the employer you have been training with or elsewhere



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Questions?

For more information or if you have any questions at a later date please get in touch via:

Apprenticeship Recruitment Team

Apprenticeshiprecruitment@sheffcol.ac.uk

**Scan here to sign up for our regular
Apprenticeship Vacancies bulletin**



Thank you

NHS Jobs



NAS



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Sheffield Teaching Hospitals
NHS Foundation Trust

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