

What is an Apprentice?

Apprenticeships offer you the best of both worlds – the opportunity to start work and earn a wage whilst learning and gaining useful accredited qualifications. They provide the skills you need to develop a career in your chosen area and, with over 15 years of experience, we are one of the few training providers who can find you a job if you haven't already got one.

Apprenticeships are generally for learners aged 16–24, however we do have Apprentices over the age of 25. An Apprenticeship offers the opportunity to achieve an NVQ or new work based certificate or diploma, and nationally recognised additional qualifications that will enhance personal development and employability. Additional short courses or industry skills can also be included and you will be supported throughout the programme by our experienced staff.

Apprenticeships are level 2 qualifications (equivalent to 4 Grade A-C GCSE's) and are suitable if you are starting a job for the first time. Advanced Apprenticeships are Level 3 qualifications (equivalent to 2 A levels) and are more suitable if you are more independent and ready for a more supervisory role.

All Apprentices receive a guaranteed minimum learning allowance or wage. Apprenticeships can be achieved in 12 months and Advanced Apprenticeships take about 12 to 18 months to complete. We encourage progression from Level 2 to Level 3 as your job role develops and can provide advice and information relating to a variety of progression routes to consider. There are no formal entry requirements and any previous achievement is likely to be accredited.

Apprenticeships and Advance Apprenticeships are currently available in the following occupational sectors:

Adult Health & Social Care	Kay Fisher	0161 484 6630
Business & Administration	Carol Coupland	0161 484 6702
Children's Workforce Development	Christine Bowden	0161 484 6631
	Laura Sewell	0161 484 6663
Finance & Accountancy	Carol Coupland	0161 484 6702
Sport, Recreation and Leisure	Alison Greenwood	0161 484 6695

For general information please contact Rachel Fenton **0161 484 6687**
rachel.fenton@camsfc.ac.uk

What is an Apprentice? Employer Information

Apprenticeships are a method of training staff of all ages to become more competent in the workplace – addressing skills gaps, providing accreditation for hands on skills and experience developed over time and providing development for career progression.

There are over 190 different Apprenticeship frameworks on offer to meet the needs of most businesses and sectors. The criteria is developed by employers and sector specialists to ensure the training is fit for purpose.

Learning is flexible, can start at any time during the year and can take place on or off the job. Progress is at a pace to suit the learner and delivery and progress review and planning is carried out in partnership with the employer to ensure both individual and organisational needs are met.

Currently Apprenticeships are offered at three levels. The level of participation is determined by the job role and experience of the individual.

Level 2	Operational level, limited previous experience
Level 3	Autonomous or supervisory job role, previous experience in the sector
Level 4	Developing a managerial role

Apprenticeship training brings benefits to the organisation such as:

- Training new and existing staff in sector specific up to date skills
- Investing in training and development and transferable skills improves staff motivation
- Contributing to investment in the development of young people
- Enhanced business performance through efficiency and effective working practice

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