

What is an apprenticeship?

- Work for an employer
- Get paid to work
- Learn about the job as you work
- Work towards a qualification that will certify and confirm your knowledge and experience
- Be able to use this qualification to access future job opportunities

Is an apprenticeship for me?

- You can cope with long working days and studying towards a qualification on top
- You can cope with the fast pace of the work environment where you will need to respond quickly to instructions
- You can learn something after being shown it only a few times
- You do not mind being surrounded by adults and being told what to do
- You are committed to the job you are learning about and the industry you are in

How can I get an apprenticeship?

Finding an employer

Do you have an employer who can take you on or is offering you an apprenticeship?

If yes you will need to find out from your employer how they want you to gain your qualification?

Are they a big company with their own training academy? If not you will need to arrange your qualification and day-release possibly with a local college.

If you haven't got an employer yet there are a few things you can do:

- Contact local companies and find out if they take on apprentices. For example visit local garages and see if they take on apprentices.
- You will need to create a CV. Ask your career adviser for help with this.
- Do you or your family have any contacts? Anyone you may know who works in that industry or does that job?
- You can apply to a college or training provider apprenticeship scheme – see below.

Local college or training provider apprenticeship schemes

- Some local colleges and training providers offer apprenticeships. You will need to apply directly to them.
- They usually have employers they can arrange long term work placements with. If not, they may be able to help you find an employer.
- Be aware that the beginning of these schemes can mean many days at college or at the training premises but will eventually build up to the work placement/ apprenticeship.
- It is worth visiting the college open evenings, speaking to their staff about apprenticeships through college as another means to securing an apprenticeship.
- WARNING: Sometimes you will see an advert on-line or in the local papers advertising apprenticeships. Sometimes these are training companies charge for an apprenticeship. If you are under 19 you should not be paying for your training and any legitimate training company will know this.

The National Apprenticeship website

- This website can provide you with information about apprenticeships, the different types of industries and roles you could take an apprenticeship in.
- Many companies advertise apprenticeship vacancies and the website provides you with the opportunity to search for local opportunities.
- Check it out at <https://www.gov.uk/apply-apprenticeship>