**Apprenticeships** 

Magazine 2024

### Pocket Vour Dotentia

**Discover Life as an NSCG Apprentice.** 

Learn from the Experts with our 'CV Tips'.

Get Ready to Experience College Life.

Questions on Apprenticeships? Check out our Parents' Guide.



Ofsted

**Outstanding Provider** 



#### Interested in an apprenticeship?

This magazine will give you all the information you need if you're considering an apprenticeship when thinking of your next steps.

Get the low-down on what an apprenticeship is really like with inside stories from five real-life apprentices. Find details on vacancies, how much you could earn as well as CV guidance and interview hints and tips.

We've made sure we cover all the facts to arm you with everything you need to know to make the right decision for you. In this magazine we will show you how you can pocket your potential as you combine practical training with study to ensure you're equipped with the knowledge and skills needed for a successful future.





### Contents

Subjects We Offer	05
The Apprenticeship Hub	07
<b>Apprenticeship Inspiration</b> Digital Marketing	09
Who We Work With	10
<b>Apprenticeship Vacancies</b>	11
<b>Apprenticeship Inspiration</b> Electrical Engineering	13
Get Hired / CV Tips	15
<b>Apprenticeship Inspiration</b> Hospitality & Catering	17
Interview Dos and Don'ts	19
<b>Apprenticeship Inspiration</b> Information Technology	21
College Life	23
<b>Apprenticeship Inspiration</b> Engineering	25
Celebrating Success	27
Parents' Guide	29
How To Apply	31

#### Did we mention?

Our apprenticeship results are 13% above the national average too. This means no other local college is better equipped to help you reach your goals.

We deliver a wide and diverse range of apprenticeship standards covering 24 different sectors, including Construction, Health Care, Early Years, Engineering and Digital.

On an annual basis we train more than 1500 apprentices, working with around 850 local and national employers, ranging from micro-businesses to some of the region's largest employers.

We're an Ofsted Outstanding provider and our consistently high qualification achievement rates place us in the top 10% of colleges in England for learners aged 16-18.

# Subjects w

Subject	Intermediate Level	Advanced Level	Higher Level
Accounting	•	•	•
Adult Care	•	•	•
Brickwork	•	•	
Business & Administration		•	
Carpentry / Joinery	•	•	
Customer Service	•	•	
Early Years	•	•	
Electrical Installation / Maintenance Installation		•	
Engineering: Mechanical or Electrical *	•	•	•
Engineering: Plant Maintenance	•	•	
Hairdressing / Barbering	•	•	
Health Care	•	•	
Hospitality & Catering **	•	•	
ICT Technician/ Software Developer		•	•
Learning & Skills Mentor			•
Management / Team Leading		•	•
Marketing		•	
Motor Vehicle		•	
Teaching Assistant		•	

<sup>\*</sup> Engineering Operative, Fitter, Lead Maintenance, Machinist, Manufacturing Technician, Mechatronics, Maintenance, Operations, Product Design and Technical Support.

<sup>\*\*</sup> Commis Chef, Production Chef, Chef de Partie, Hospitality Team Member and Supervisor.



# e offer

#### **Delivered via subsidiary company Axia Solutions**

Subject	Intermediate Level	Advanced Level	Higher Level
Facilities Operative / Management	•	•	•
Improvement Practitioner			•
Lean Manufacturing Operative	•		
Print Operative / Techician	•	•	
Warehousing	•		

### Your study options:

#### **Intermediate Apprenticeship** (Level 2)

The Level 2 Apprenticeship is equivalent to five GCSEs at grade 9-4.

#### **Advanced Apprenticeship** (Level 3)

The Level 3 Apprenticeship is equivalent to two A Levels.

#### **Higher Apprenticeship** (Levels 4-5)

The Level 4-5 Apprenticeship is equivalent to a university-level programme such as a Foundation Degree or HNC/HND.

#### Did you know?

As an apprentice you'll work in a real job for at least 30 hours per week and get yourself on the career ladder.

# Get the right information

#### The Apprenticeship Hub

To help you find the right apprenticeship, the The Apprenticeship Hub team can help you with all aspects of employment, including writing a CV and interview preparation tips.

#### They provide:

- Impartial career advice
- CV writing
- Help with finding a suitable employer
- Help with completing application forms
- Help with writing cover letters
- Interview support



The Apprenticeship
Hub is a FREE service

**Left to right:** Charlo Jack Pettitt and Hay





tte Meredith, Natalie Bradley, vley Joynson

#### **Jack Pettitt**

#### The Apprenticeship Hub Manager

"I am responsible for taking the lead on advertising apprenticeship vacancies and for co-ordinating The Apprenticeship Hub. My role is split between Newcastle College and Stafford College and I am the first point of contact for employers looking to recruit an apprentice. I also visit local high schools to deliver workshops on finding an employer, writing a CV and preparing for that all-important interview."

#### **Natalie Bradley**

#### The Apprenticeship Hub Administrator and End Point Assessment Co-ordinator

"I am based at both Newcastle College and Stafford College and I process all of the apprenticeship applications that we receive. I co-ordinate monthly welcome events and invite applicants into the College for interviews as well as attending local schools and events with the team to promote apprenticeships and give advice and guidance on the process."

#### **Hayley Joynson**

#### The Apprenticeship Hub Recruitment Specialist

"I am based at Newcastle College and I am responsible for employer liaison and matching candidates to the right apprenticeship placements. I provide guidance regarding candidates' CVs, showing them how to improve and showcase their skills. I also coach the candidates through the interview process, giving them lots of interview tips throughout their journey."

#### **Charlotte Meredith**

#### The Apprenticeship Hub Administrator

"I am the first point of contact for students visiting the Hub at Newcastle College. I arrange the apprenticeship interviews and invite applicants to welcome events at the Newcastle campus. Along with the team, I also visit local schools to speak with pupils about studying an apprenticeship when they leave school. I have previously studied as an apprentice myself, so I have a real understanding of what's involved."

**NSCG | Apprenticeship Inspiration - Digital Marketing** Watch Eleanor's video here. nscg.ac.uk anol arrois **Digital Marketing Apprentice,** Stoke-on-Trent City Council





#### Why did you choose an apprenticeship?

I chose an apprenticeship because I was in a job that I really wasn't enjoying and I didn't want to come out of work and go to university. So I decided to go down the route of working while I'm learning so I could carry on earning money, gain experience and still complete my qualifications.

#### How are you finding your apprenticeship?

I'm finding it really great. I feel like I've learnt so much, I came in knowing absolutely nothing, and now I feel like I can go out and get a job in digital marketing and have a good understanding of the principles of digital marketing and a lot of experience.

#### What does a typical day look like for you?

The first thing I do is check my emails and look at any press releases which I then post to the website and then I spend most of my day on design software like Photoshop or Illustrator designing social media posts for LinkedIn mostly or for print materials. I spend most of my time doing design work, but the role is really varied.

#### What skills have you developed during your apprenticeship?

Everything I've learnt is a new skill essentially, I've learnt how to do design and copywriting. I learnt how to put together a website and edit it, how to do the administration and purchasing side of the job and how to plan events. Everything I've learnt is a new skill and it's been great.

#### What is your college and work life balance like?

My college and work life balance is good, I do four days at work and then I do one day at home where I get to do my college work. This gives me enough time to make sure I'm doing it well and I get a good grade at the end of it.

#### What support have you received from your assessor?

I've received loads of support from my assessor, Suzanne. She comes to see me on a regular basis where we go over everything that's going on. In between visits I can email her whenever I want, or text and go over things to make sure everything's right. Suzanne helps me to make sure the work I'm submitting is of the highest standard.

### What's been the most interesting part of your apprenticeship so far?

The most interesting part of my apprenticeship so far has been the website design side of things. I was involved in creating a new website, it involved building it from scratch, creating lots of infographics and pieces of writing for it. My team organise a lot of events and that's been the most exciting part for me, planning an event and then getting to attend it and actually meet people and talk about the service that we offer.

I was involved in the 'Let's Do Business' event that we hosted recently, I helped to plan it from the beginning and I designed and printed flyers, business cards and some notepads. I got to take them along and set up a stand with pull-up banners and talk to people about the service and talk to all of the local businesses.

#### What would you say to anybody considering an apprenticeship?

If anybody is considering an apprenticeship I'd say that it's a great route to go down because you get the perfect balance of a qualification and learning a new skill, but also you get the work experience.

### We work with more than 850 employers across Stoke-on-Trent. Staffordshire, **Shropshire and** Cheshire.

Here is an example of a few of them:













































### View all our latest vacancies here:



#### Vacancy Example

We have dozens of live apprenticeship vacancies that are waiting to be filled by young, energetic and hard-working individuals like you. Below is an example and what to look out for.



This is who you will be working for and the name of the role you are applying for.

#### **Bookkeeping Apprentice** •

#### **Employer:**

DJH Mitten Clarke

Weekly wage: £230.77

#### The job:

Completing reconciliations and adjustments to produce accurate information

Preparing and submitting VAT returns under various VAT schemes

Posting and scanning invoices

Completing accounts to trial balance

Building long-lasting relationships with clients and wowing them daily

#### 

Great salary
Generous holiday allowance
Flexible working hours

Training & full AAT study support

#### What you'll need: •••••••

GCSE grades A\*- C (9-4) to include maths and English (or equivalent)

Wages are typically displayed as what you will earn weekly, monthly or in some cases annually. It's important to take note as each vacancy can be different.

This is what each company would like you to do on a day-to-day basis.

Lots of companies like to offer extra incentives for the right candidate. So alongside your 9-5 you could be gaining additional qualifications, have flexible working arrangements or gain access to exciting development opportunities.

These are the grades you'll need to have achieved in order to be considered for the role.

Watch James' video here.



nscg.ac.uk

# 

Electrical Engineering Apprentice, ICS (Instrument and Control Services)





#### Why did you choose an apprenticeship?

I chose my apprenticeship after two years in college doing my Level 2 and Level 3 Electrical Installation. I wanted to further myself in that industry so I applied to local businesses, and I got accepted at Instrument and Control Services (ICS).

I chose an apprenticeship because it was a different way of learning and gaining experience in the trade that I wanted to go into. So I weighed up my options of how I wanted to pursue that and found that an apprenticeship was the best way of doing that.

#### What does a typical day look like for you?

It's really varied, I could be working on site up and down the country or being factory based, wiring panels, control panels and control systems. The next week I could be up in Scotland on a wind farm installing switchgear, so I get to see a lot of the country and no two days are the same.

#### What skills have you developed during your apprenticeship?

The skills I've developed most during my apprenticeship are my technical skills. A lot is on the job training as I work in a niche market. I learned the basics at college and then the rest I've learned whilst being on site, gaining experience and engaging with colleagues. They help me all the time as some things are a bit difficult at first to get my head around, but now I'm in the swing of things. I'm really enjoying it, which is great.

#### What is your college and work life balance like?

My college and work life balance is good, I spend two days in college. College days are Thursday and Friday, and then the rest of the week I spend at locations around the country.

Work are quite understanding with me studying and learning because I've got to get my college work finished.

### What's been the most interesting part of your apprenticeship so far?

The most interesting part is being in the industry itself, speaking to people, learning new skills and travelling the country. You learn a lot from communicating with other people who've been in this industry for a long time. They'll always help you out when you're struggling as they were once apprentices. The more questions you ask, the more you get to know.

#### What would you say to anybody considering an apprenticeship?

I would say absolutely go for it. Don't be put off by starting out small because everyone does, you will soon enjoy it and get the skills required. You're earning money at the same time and it can set you up with the foundations of a great career. Go in with an open mind and be sure to listen to people and take in as much information as you can because it will help you in every way. Don't be shy, try and speak up, and ask lots of questions to enhance your skills and knowledge.



"ICS has offered
Apprenticeships for a
number of years now as
hiring apprentices allows us
to develop our capabilities
and invest in local talent.
Our apprentices learn
through on the job
experience and bring a
good dynamic to our team."

Nick Travis, Managing Director at Instrument & Control Services

# Get hir

In case you didn't know, a CV stands for curriculum vitae which is Latin for GIVE ME A JOB! Just kidding, it roughly translates to "course of one's life" and is a document we use when applying for jobs.

It allows you to summarise your education, skills, experience and hobbies, enabling you to successfully sell yourself to an employer and stand out from the crowd.

Writing a CV isn't easy, especially when you're starting from scratch, so we've compiled a handy guide and list of Dos and Don'ts to help you get started...



#### How long should a CV be?

A standard CV should be no longer than two sides of A4. As a school leaver your CV may only take up one page and that's OK! You can include any relevant work experience, hobbies or interests relating to the type of job you're going for and include any special roles or projects you were involved in at school.

#### What to include in a CV

**Contact details -** include your full name, home address, mobile number and email address.

**Profile -** this is a paragraph that should sit at the top of your CV, your profile acts as a statement that summarises you as a person and outlines what you can offer to an employer. The aim is to show your key attributes and goals, try to make them relevant to the job you are applying for. It needs to be a short and snappy - so avoid waffling.

**Skills -** employers will be looking for what skills you have, especially if this is your first job and you don't have much work experience. Popular skills that employers look for are;

Strong communication, teamwork, taking initiative, problem solving, flexibility, IT literacy and time management.

Try to provide an example as to why you feel you have those skills. You will be asked to talk about these at interview.

**Education -** include where you've studied, for how long, and what grades you got. If you haven't got any results yet, put your predicted grades. You don't need to include your primary school results.





Work experience - at this stage employers won't expect you to have lots of work experience, but they'll be interested in any that you do have. Include any part-time or seasonal work you have had and any work experience you undertook during school or any volunteering you've done.

**Key achievements -** these allow employers to see what you have accomplished so far, these could be achievements in school or as part of your hobbies and interests. If you were a class representative, on a sports team or a school council member, mention it all!

You may not realise that your achievements will show transferable skills, such as time management, communication and people skills, all of which are things employers look for in a potential candidate.

Hobbies and interests - these allow a potential employer to gain an understanding about what motivates you. If you haven't got lots of work experience this is where you need to give details of what you do in your spare time.

**References -** these are people who can talk about your work experience, work habits, character and skills. You should choose your references carefully. If you are successful employers will contact your referees and ask them for information about you, what type of person you are, your skills, etc.

#### Do

Use a suitable email address. Don't include anything like 'badboy27@gmail.com'.

Make sure your text isn't larger than font size 14. If you're trying to fill space it'll stand out straight away.

Add as much relevant work experience as possible including volunteering and shadowing and show what skills you developed.

Sell yourself in the first paragraph.

Always, always, always 100% proofread and spell-check your CV. If you can, get a friend or parent to read through it and make sure you take on any comments they have. Ensure your punctuation and grammar is correct, this shows attention to detail.

#### **Don't**

Don't lie about any work experience or skills you have. You will get caught out!

Don't write in long paragraphs. Keep it short and snappy to intrigue would-be employers.

Do not add private information such as sexual orientation and religious beliefs.

Do not use colourful text and creative fonts – especially not Comic Sans.

Don't fear the gaps. Even if you think your CV looks bare, as long as you include relevant skills and any applicable attributes you hold that make you the ideal candidate, you needn't worry.







#### Why did you choose an apprenticeship?

I chose to do an apprenticeship as I thought going into the industry would give me the most hands on experience as I work five days a week, going to college one day and working at Aston Marina on the other 4 days. So I've got both ways to learn. I can learn at the college in their kitchen, but then I'm also learning at work as well.

#### How are you finding your apprenticeship so far?

So far, I'm absolutely loving the apprenticeship. It's given me the opportunity to work on all the different sections within the kitchen.

Aston Marina have also let me visit Michelin restaurants to further my knowledge and recently I spent some time at a restaurant called Upstairs in Lichfield and spent time shadowing the owner and Head Chef Tom Shepherd. When I was there I worked on the dessert section and saw how they made everything for the tasting menus.

I got to make some of the things on the menu, which was brilliant. I made all the components for the transition dish, which was amazing to see. I also saw how they cooked the mains, Tom taught me how to cook a scallop which was so cool. It was an amazing few days!

#### What does a typical day look like for you?

I usually start about 11am or 12noon, I'll come in and get ready for service. From 12noon till 3pm we'll have lunchtime service. Usually it goes pretty quiet during the day between 3pm and 5pm so we get prep time for the evening menu where I could be filleting fish, making sauces or desserts. We then have the evening service from 5pm till 9pm.

The number of covers we do can vary between 150 people on a weekend to 50 on a quieter day.

#### Why did you get into the industry that you're in?

When I was little, I used to love cooking and loved watching cooking programmes. I wanted to be a musical theatre performer and illness made me have to rework my whole diet to exclude salt, I then had to find new recipes and methods that I could cook with – this then really sparked my love for cooking.

I started working at a local restaurant as a kitchen porter and worked my way up. That's when I realised that I wanted to pursue my career in this field. I looked at the Stafford College full time course then learnt about the apprenticeship option and decided to do that.

### What's been the most interesting part of your apprenticeship so far?

The most interesting part of my apprenticeship so far was when we did a game masterclass. A company came in and bought in whole deer, we got to butcher that down, skin it, and then we got to make dishes. We made venison burgers, and we filleted it and then cooked the venison fillets. I had never worked with venison before so it was a great experience.

#### What would you say to anybody considering an apprenticeship?

I'd say absolutely do it! If you're considering an apprenticeship, it's probably the best way to get into this industry as you'll get hands on experience.

# Interview

Preparation is key when it comes to interviews, so ensure you give an excellent first impression and follow our helpful hints and tips...

### Do:

Your research: We understand that interviews can be daunting and make you feel nervous but try to stay calm. Don't fidget and make sure you make eye contact with the person interviewing you. Take the time to read up on the company, scour their website, read any recent news stories about them and get clued up on the industry. They will ask what you know about the company so wow them with what you've learned.

Practice, practice, practice: Have a look online at potential interview questions you may be asked and practice your answers out loud. One of the key things employers will be looking for is good communication skills so staging practice interviews with a teacher, parent or friend will help you feel more prepared.

**Dress to impress:** Ensure you dress smartly and appropriately. Prepare your outfit before the day of the interview so you're not flustered on the day. A formal suit might not be appropriate for a plumbing apprenticeship but it might for one in accounting. If you're ever unsure, ask The Apprenticeship Hub.

Make a great first impression: Find out where the venue is ahead of time and give yourself enough time to arrive. You should aim to arrive around 10 minutes before the start of the interview. It's a good idea to take the details of the interviewer with you, including a contact number and email address so you can get in touch if you are unexpectedly held up. Turn your phone off once you arrive for your interview to make sure you're not distracted or interrupted during the interview.

**Stay calm:** We understand that interviews can be daunting so take your time when you answer. If you can't think of an answer to a question, don't panic! The interviewer isn't there to trip you up and you can always ask to come back to this question later on so just remain calm, relax into it and do your best.

Ask questions: Asking questions shows that you have an interest in the vacancy and the company and it shows confidence. At the end of the interview the interviewer will ask if you have any questions, so be sure to have a few prepared. Good questions to ask include "What future opportunities would the role lead to?" and "Can you describe a typical day or week in the job?" Unless they say, ask when you'll hear back on whether or not you've been successful.



# Checklist.

### Don't:

**Be late:** This is never a good start and won't help with your nerves at all! It'll also show the employer your time management skills aren't up to scratch so leave yourself plenty of time to arrive.

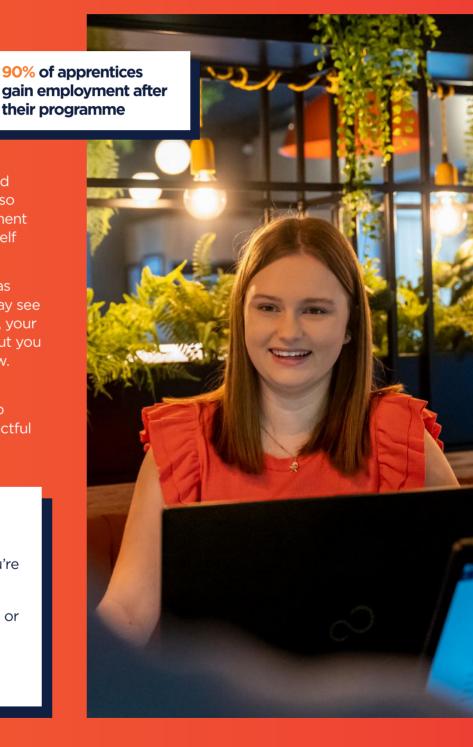
**Lie:** It's best to answer any questions as honestly as you can. The interviewer may see through you. Even if you do get the job, your employer can dismiss you if they find out you have lied in your application or interview.

**Assume:** The employer may be interviewing a number of candidates, so never assume the job is yours. Be respectful and polite to the interview panel.

#### **Get in touch**

If you want to chat through your interview checklist to make sure you're prepared, get in touch with The Apprenticeship Hub team by calling 01782 254287 (Newcastle College) or 01785 275660 (Stafford College).

You can also drop us an email at apprenticeships@nscg.ac.uk



Watch Callum's video here.



nscg.ac.uk

## Callum Bourne

Information Communications Apprentice,

Staffordshire & Shropshire Health Informatics Service





#### Why did you choose an apprenticeship?

I chose an apprenticeship because I'd done my research and I knew it was something that I wanted to do when I left school. IT is one of the things that I really enjoy, it is a passion of mine and no matter what lesson it was, when it was computers, I really enjoyed it. The reason I chose an apprenticeship over going to college was because getting paid to learn was also a really good factor and I'm gaining the experience that will help me in my future career.

#### How did you find your apprenticeship?

I looked at several different job sites before I looked on the NHS jobs one. I looked on the government websites, on the Find an Apprenticeship Service, as well as sites such as LinkedIn and Indeed. I eventually looked on NHS jobs just on the off chance that there may be an apprenticeship going and I was fortunate enough to find one. After looking at the job description and the specification I thought that it was a good fit so I put in my application.

#### What skills have you developed during your apprenticeship?

I've gained technical skills, in comparison to school we only worked on basic packages like Word and Excel, but since I started my apprenticeship I've gained skills using other applications. I've gained communication skills, communicating better with people over the phone and speaking face-to-face with people. I have to manage my time as efficiently as I can and make sure that I prioritise tasks in certain ways to make sure it's not affecting patient care and to make sure that anything that's a priority gets completed as soon as possible.

#### What is your college and work life balance like?

My college and work life balance is actually very nice, I have one day a week at college and then four days a week in work. On my college days I'll focus on completing coursework and during work I'll think about anything that I could implement into my coursework. I've adapted to the one and four day splits and find the balance works really well.

#### What support have you received from your assessor?

My assessor gives me support weekly, whether it be over a quick Teams meeting, a phone call or when I go into college on the one day, my assessor offers support with my coursework, showing me how it should be, making sure everything's correct and just advising on what I could do to improve my work. He'll then review it and ensure it's all up to date with the latest information.

### What's been the most interesting part of your apprenticeship so far?

The most interesting thing about my apprenticeship so far would have to be going out to customer sites, meeting users face-to-face as you can really get to know people better when you see them, rather than just speaking over a phone with them. It's hands-on as well, going out to sites and I do prefer as it's a completely different environment to the office.

#### What would you say to anybody considering an apprenticeship?

Definitely go for it if you have the opportunity. It's a great a thing to do, you're gaining work experience, which will look great on your CV, you're getting yourself on the career ladder.

# Colleg Ife.

As an apprentice, you'll spend most of your time in the workplace but you'll still be a student at either Newcastle College or Stafford College which means you'll have access to top-class facilities and plenty of support in completing your college or study hours.

#### Libraries

Each library contains dozens of computers running on high-speed networks and featuring the latest software. They also have 18,000 books, videos, magazines and newspapers to support your studies.

#### **Independent learning zones (ILZs)**

Our independent learning zones give students access to hundreds of brand-new computers. You can use these areas when studying outside of your timetable.







#### **Coffee Lounge and Food Hall**

If you love coffee, you'll love these hotspots. Grab yourself a freshly brewed Costa Coffee at Stafford College or Starbucks at our Newcastle campus. You can pick up a snack or a hot or cold sandwich here too, or if you want something a little more hearty to eat, check out the Food Hall.

#### **Sports Centres**

All students get a discount on membership at the Gordon Banks Sports Centre at Newcastle College and the brand new sports centre, within our brand new Skills and Innovation Centre, at Stafford College. Both centres have a gym, packed with equipment and a four-court sports hall.

#### The Academy of Hairdressing & Beauty Therapy

If you've got some free time between lessons you can treat yourself in our campus salon. Unwind and enjoy a bit of 'me time' by getting a relaxing massage, manicure or a fresh skin fade! Our top-class hairdressing & beauty therapy academies offer a wide range of services.



#### **Brand New T Level Centre:**

An £8m building project is underway at our Newcastle campus to create a two-storey, purpose built T Level Centre. The new building will provide learners on a variety of T Level and Sport pathways with an innovative and flexible learning environment reflective of modern workplaces, containing highly specified technology used in architecture, engineering and construction. In addition, the centre will include a brand new 4-court sports hall with capacity for an increased range of sporting activities and additional teaching space.



#### **Institute of Technology (IoT):**

A bid led by NSCG and backed by key employer partners Dell, Hitachi Energy, MOOG, Siemens and St. Modwen Logistics has secured a brand new multi-million pound Institute of Technology (IoT).

Opening in Stafford in 2025, the IoT will provide employer-focused higher level courses to equip learners with the advanced skills needed to quickly move into exciting jobs in engineering, construction, design and digital.

For more information on our T Level Centre and IoT visit nscg.ac.uk





#### Why did you choose an apprenticeship?

I was doing my A Levels and coming to the end of them, I realised I wasn't enjoying full time study and it was not what I wanted to continue doing.

So I started looking for work experience and then I found a female plumber who took me on for a couple of weeks and it made me realise that there are careers in engineering and practical jobs that women could go into. So I started looking around for apprenticeships and found F Ball & Co who are very local to me, I applied and luckily I got the job.

#### What does a typical day look like?

I'll check in and see what's on for the day with the team. I'll check my jobs lists of preventative maintenance like servicing and replacing machinery, and most importantly, check in on the new projects and all the installations that are going on.

My team are supportive and experienced, they like me to get involved with helping them with breakdowns and get stuck in. It's very varied and no two days are the same.

#### What skills have you developed during your apprenticeship?

The company has given me lots of training opportunities so I've developed skills such as forklift driving, I can now work in confined spaces, I've been on mechanical & electrical training and working at heights training.

I think that these are valuable skills for my career, in addition to skills such as first aid, communication and problem solving. It's massively helped me to grow my confidence in life and in the workplace.

#### What is your college and work life balance like?

I'm completing my college work to a good standard, on time and collecting work based evidence at work, which is helping me grasp my jobs and be able to complete them at a better standard. I go to college two days in a week and it helps break up the week nicely.

#### What support have you received from your assessor?

I've been well looked after by my assessor, if I send an email I'm responded to usually within the hour. I can ring him or email him, he's there for me for whenever I need him.

### What's been the most interesting part of your apprenticeship so far?

The most interesting part of my apprenticeship so far is being part of the company's continuous improvement process project. This benefits the efficiency of production and gets things quickly out the door so projects can be there on time and customers are happy. It's interesting because I'm problem solving and developing my career at the same time.

#### What would you say to anybody considering an apprenticeship?

I'd say it's a no-brainer really, to go from school and a college environment to a functioning workplace is so much better suited to some people like me, because you can just get stuck in straight away. For me it was a great challenge to learn practical skills instead of being sat at a desk and getting bored. The benefits and rewards come faster, some people would prefer to go to university but it wasn't the path for me.

# Celebrai Success.

At NSCG we feel that success and hard work should be celebrated and we're not shy when it comes to shouting about the fantastic achievements of our apprentices! Every year, dozens are awarded for their studies and hard work in the workplace.

Here's just a few highlights of our apprentices' achievements...



#### **Apprentice of the Month Awards**

Each month, both campuses hold a 'Student of the Month' awards presentation which highlights and recognises the individual effort, progress and dedication of college students throughout the academic year. One of the categories amongst these awards is 'Apprentice of the Month', a category specifically to showcase great things from our fabulous apprentices.





#### **Apprenticeship Graduation**

Completing an apprenticeship is a great achievement. That's why each year apprentices from across Staffordshire are invited to celebrate at a special awards event held at Staffordshire County Showground.



#### **Celebrating Success at Annual Awards**

Each year we put a spotlight on our students, apprentices and employer partners in a night filled with celebration and pride during our annual Celebration Awards ceremony.



#### **A Cut Above The Rest**

Level 2 Hair apprentice, Vinny Lee Brennan, was named as the North West regional finalist in the National Apprenticeship Awards 2023. Now in their 20th year, the National Apprenticeship Awards, are designed to recognise and reward the achievements of exceptional apprentices, apprenticeship champions and apprenticeship employers.



#### **Cooking up a Storm**

Commis Chef apprentice, Niamh Newby, put her skills to the test during a recent placement at Staffordshire's only Michelin-Starred restaurant. Passionate Niamh approached Upstairs, a Lichfield-based restaurant owned and ran by Great British Menu winner Tom Shepherd, to see if she could secure some work experience during the summer holidays. Read more about Niamh on Page 17.

# Parents

We understand that as parents and guardians you want your children to choose the right path. One that is going to give them a successful and happy work life.

There are some common misconceptions around apprenticeships being a less-reliable route to an accomplished career but they have changed A LOT over the last few years, offering more challenging learning programmes with the opportunity to study at university-level.





# guicle.

### Your queries answered...

#### My son/daughter will miss out on university:

Apprentices can study up to Level 7 with a university provider. If they decide to continue onto an advanced apprenticeship, they will have had invaluable work experience, have no student loan to pay off, and be employed by an organisation that values and supports their dedication to work-based learning. On-the-job training alongside college-based studying is a great foundation for future studies.

#### My son/daughter will be limited

to the apprenticeship they can do: The recently created 'Apprenticeship Standards' are available across a wide-range of occupations and levels, pages 4 and 5 show the large range of apprenticeships that we can offer your son/daughter, so a dream career is in easy reach with an apprenticeship

Training provided by our employer partners is bespoke, of high quality, and tailored to suit the demands of the job. Unlike training courses elsewhere, learning in this way helps apprentices understand exactly how things work as they learn along the way from experienced team members. This is a great way to build a deeper understanding of what will be expected of them once they progress into full-time work.

#### Apprenticeships are low paid and only

for manual jobs: Long gone is the myth that apprentices are little more than cheap labour. The employers we work with really do value the work apprentices do for them, the ability to fill a skills gap that exists within the company and the fresh ideas and enthusiasm they bring to their workforce. Pay can differ between industries, but many employers pay more than the Apprenticeship Minimum Wages and some higher apprenticeships can pay as much as £500 per week.

#### An apprenticeship won't lead into a

**full-time job:** More than 90% of our apprentices stay in employment after their programme ends. Many of our employers see apprenticeships as a really important part of their long-term recruitment strategy, especially those with an aging workforce, so there are many opportunities for apprentices to shine and secure a career.

Maths & English: Your son/daughter will require a minimum of grade 4 in both subjects. But don't worry, if they haven't yet achieved grades 9-4 in these important subjects, they'll continue with timetabled maths and/or English sessions to develop essential skills to ensure that they are prepared for continuing education or full-time employment.

# How to apply.

So you've got all the information you need and are ready to apply? Great! Our application process is really simple.

#### Apply for your chosen apprenticeship at nscg.ac.uk

- 1. Once you've applied, you'll be invited for an interview at the College to discuss the apprenticeship and your suitability. If your interview goes well, you will be added to the vacancy mailing list.
- 2. We can help you to find a work placement or you can search for one yourself.
- 3. You will attend interviews with employers.
- 4. Your start date will be agreed following a successful employer interview.

If you haven't heard from us within two weeks of your application, you can get in touch with The Apprenticeship Hub:

Call us on 01782 254287 (Newcastle College) 01785 275660 (Stafford College) Or email us at apprenticeships@nscg.ac.uk





# It begins at: NSCG.aC.UK

#### Follow us:



Search for 'NSCGNewcastle / NSCGStafford'.

#### Newcastle The Apprenticeship Hub team:

Knutton Lane Newcastle Staffordshire ST5 2GB

T: 01782 254287

**E:** apprenticeships@nscg.ac.uk

#### **Stafford The Apprenticeship Hub team:**

Victoria Square Stafford Staffordshire ST16 2QR

T: 01785 275660

**E:** apprenticeships@nscg.ac.uk

