



Apprenticeships



CASE STUDIES

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Case study:

Philippa Evans, Building Service Engineer Apprentice



Philippa, aged 23, is a building service engineer apprentice at West Sussex County Council and is studying towards a Higher National Diploma in Building Service Engineering.

Q: How did you get into doing an apprenticeship?

There is a really useful national website apprenticeships.org.uk, which allows you to explore your options. A filter tool is available for apprenticeships by role and/or salary. I started here and found it particularly useful to think about how much money I needed to support myself. There is also helpful information and a toolkit for employers thinking of taking on an apprentice.

Q: Why did you choose an apprenticeship?

With a background in engineering, I was looking for the chance to further my skills, whilst earning. I moved from Scarborough to Chichester upon accepting the three year apprenticeship with the council.

I work four days a week in the Facilities Management Team and one day a week at London South Bank University where I am enrolled on a Higher National Diploma (HND) in Building Service Engineering. I can convert this into a degree with a further years study.

Q: What's been the most rewarding part of your apprenticeship so far?

Apprenticeships are a great starting point for a young person's career and I have also benefited from being part of our Apprentice Ambassadors Network. This is an opportunity to network and promote apprenticeships. Through the network I have delivered assemblies and worked at careers events fronted by young people.

Q: What are the rewards of doing an apprenticeship?

It is a great way to make connections and as an apprentice I have been given a lot of opportunities that I would not have had otherwise. This summer I attended the Young England and Wales Program 2014. Run by two charities, it aims to promote research, writing and presentation skills. It helped to build confidence as well as enhance the talents of more experienced participants. The programme is open to anyone 18 years plus.

Q: Would you recommend apprenticeships to others?

I highly recommend apprenticeships and The Young Programme for those starting out or perhaps uncertain about their careers. I am very thankful for the opportunities that I have had through my apprenticeship so far. Apprenticeships are not just for those who don't make the grade to go on to further education; there is a level suitable for everyone. I encourage businesses to take on apprentices because it is a great way to build and train up your work force. Young people who apply for the roles integrate well into the work place and are eager to learn.

Case Study:

Tom France, Care Apprentice

Tom is a Health and Social Care Intermediate Apprentice who was working with Adult Services at Marjorie Cobby House in Selsey whilst studying his level 2 qualifications. Through his apprenticeship he has managed to secure a job with Southeast Coast Ambulance, something he's always wanted to do.

Q: How did you get onto the apprenticeship?

I was finding my A levels really difficult so the college suggested a vocational course. I had a careers meeting with the college who suggested an apprenticeship in Health and Social Care as it would give me experience in care, a recognised qualification and I'd earn while I learn.

Q: Why did you choose it?

I went for the apprenticeship as the work experience is very valuable! Lots of people go and do A Levels and go on to university however, not everyone has actual experience at work. Work experience is just as valuable as qualifications like A levels and degrees!

Q: How has your apprenticeship benefitted you?

I have learnt so much! It has built my confidence in working with clients and staff. I have acquired knowledge by doing training courses like manual handling and food hygiene. This stuff can't be learnt from a text book, you learn how to do Care by watching other staff and practical, hands-on learning.

Q: What are your future plans?

I am an aspiring Paramedic. My apprenticeship has helped me to secure a job with Southeast Coast Ambulance as an Ambulance Care assistant! Without the experience of care that I've had working for Marjorie Cobby house I doubt that I would have got it!

Q: Do you have any advice for future Apprentices?

Get stuck in! Don't hide away from any opportunities or training that West Sussex offers you because you never know where it might take you!

Case study:

Jamie Rowlatt, Caretaker Apprentice

Jamie was a Caretaker Apprentice working at West Sussex County Council. He studies a two year apprenticeship with the Council starting in September 2010.

Q: Why did you choose to do this apprenticeship?

I wanted to get into the workplace and felt that the role fitted my skills and interested me greatly.

Q: How has the apprenticeship benefited you?

I feel that my job has helped me learn how to be a useful person at work; I am always on time, have a great deal of responsibility, and can work well alone and as part of a team. I am also enjoying the apprenticeship training at college.

Q: What are your future plans?

I hope that this apprenticeship will lead to full time employment for me with West Sussex County Council. Jamie achieved his goal and now works permanently for the Council as a Facilities Assistant.

Q: Do you have any advice for future Apprentices?

To try and make sure the college course starts as soon as you start in employment, mine was delayed for 5 months while they got my place sorted.

Case study:

Josie Smith, Nursery Assistant Apprentice

Josie is a Nursery Assistant Apprentice working at Desmond Anderson Primary School, Crawley. She has been undertaking her apprenticeship with the Council in May 2010.

Q: Why did you choose to do this apprenticeship?

I wanted to combine my experience with learning and also be qualified up to Level 3. I had previously been temping at various nurseries and pre-schools through agencies and had also studied Childcare at both school and college.

Q: How has the apprenticeship benefited you?

I have become more confident with children and talking to the parents, also the day to day running of the nursery. The people I have worked with have given me great advice and support.

Q: What are your future plans?

I have always enjoyed the practical side of learning, but I may decide to go back to college for further education / higher education a year to do Play Practitioning.

Q: Do you have any advice for future Apprentices?

If you are a practical learner this is a good way to gain experience and help you do your work in your workshops at college.

Case study:

Matt Bushell, IT User Apprentice



Matt was an IT User Apprentice working at West Sussex County Council. He studied an intermediate and then an advanced apprenticeship with the Council from January 2011.

Q: Why did you choose to do this apprenticeship?

I have always been keen to get involved with IT work related jobs and this apprenticeship seemed like a good course to open several more avenues into future careers.

Q: How has the apprenticeship benefited you?

I have developed hugely since becoming an Apprentice; I have learnt several computer based skills and work based skills and my job is very flexible and everyday is different which I really enjoy. I have attended several optional training courses through the Council's Corporate Learning and Development service which have enhanced me as a person and as an employee, I enjoy acquiring new skills and abilities so I attend as many training courses as possible.

Q: What are your future plans?

I would like to steer away from being an admin and have more interaction with people; I would like to be the boss of a large amount of staff. Matt moved into a permanent job with the council and was promoted twice in two years almost doubling his Apprentice salary!

Q: Do you have any advice for future Apprentices?

Definitely enrol because it is certainly the best method of training I have been introduced to in my student life.



Case Study:

Abigail Collins, Business Administration Apprentice

Abigail (Abi) is a Higher Apprentice studying Level 4 Business Administration whilst working for West Sussex County Council's Contract Management team.

Q: How did you get into doing an apprenticeship?

A: My first job in the County Council was as a Legal Apprentice studying Level 3 Business Admin. Back then I already held a National Diploma in Legal Secretary Services and had been awarded some AS levels. I got onto the apprenticeship through the college after I had attained my diploma, it gave me a chance to put what I had been studying into practice.

Q: Why did you choose an apprenticeship?

A: I think an apprenticeship gives you much more of an incentive to learn as you are working at the same time. You also get paid whilst you learn as opposed to going to college where there isn't that kind of motivation. You get really good work experience on your CV which is something that employers look for.

Q: What's been the most rewarding part of your apprenticeship so far?

A: The best part so far has been finishing my Advanced Apprenticeship and getting a job as a Higher Apprentice to study level 4 and the real sense of achievement that goes with that. Also, because I did my level 3 with Legal Services

and my level 4 is with Contract Management it's given me a really broad overview of the organisation as a whole which is very satisfying. Last off it's really nice to be in this kind of business as I work a Monday-Friday 9-5, unlike many of my friends!

Q: What advice would you give to someone starting an apprenticeship?

A: Stick with it and keep going as far as you can as jobs aren't easy to come by and an apprenticeship is a great opportunity to get a qualification and some work experience while getting paid for it. Abi's manager shares: The level 4 Higher Apprenticeship has been a good opportunity for her to learn new areas of work. We have found projects which she can do which help her to achieve her qualification units at the same time as doing some really useful work for our team.



Case Study:

Aaron Gumbrell, Higher HR Apprentice



Aaron is a Higher Apprentice studying level 5 in Human Resource Management, whilst working with the HR Policy and Practice Team in West Sussex County Council's. Aaron has been an Apprentice with the Council since September 2010, when he started by doing a level 2 apprenticeship in Business Administration.

Q: How did you get into this apprenticeship?

I applied for an apprentice administration role through the National Apprenticeship Service's website. The role was within Communities and Commissioning in the Driver Training Department and was a level 2 apprenticeship in Business Administration. After finishing my level 2 I was offered a permanent position as a Project Support Officer, with the chance to work towards an advanced apprenticeship (level 3) in Business Administration. After successful completion of my advanced apprenticeship, I was notified, along with other WSCC apprentices of an internal vacancy in the HR Policy &

Practice team. This role was a higher apprenticeship, and I am now working towards a Level 5 in Human Resource Management.

Q: What made you choose this pathway?

I wanted to start a career with room for progression. University never appealed to me due to the cost attached, and the fact that experience is as vital as qualifications when getting work. Being an apprentice gives you that experience in conjunction with qualifications, whilst getting paid! I chose WSCC when looking for work because of the size of the organisation the variation of what they do and the amount of opportunities that come with that. Also I was made aware that WSCC has a reputation for developing staff along with providing opportunities to build a career, rather than it being, just a job.

Q: What are the rewards of doing an apprenticeship?

One of the main things, for me, is the level of support you get from your colleagues, everybody is happy to help and pass on their experience. It's also great to learn at college and then have an instant opportunity to put that into practice at work. I learn as much at work as I do at college, and both complement each other very well, giving a more rounded level of knowledge.

Q: What are your career aspirations?

My main career aspiration at this point is to finish my level 5 and to secure a permanent position with WSCC afterwards but I'm also looking at the possibility of working towards my level 7 in HRM.

Case Study: Sean Stallard, Science Technician Apprentice



Sean is a Science Technician Apprentice working at Worthing High School. He has been working at the school since September 2013 and holds the honour of being the first Science Technician Apprentice appointed in the South East region.

Q. Why did you apply for this apprenticeship?

I applied to be an apprentice lab technician at Worthing High because, after doing my A-levels, I knew that I wanted to do something Chemistry related. I had a look around for apprenticeships related to Chemistry, because they would give me work experience as well as providing me with some extra education I could use for higher education.

Q: What appealed to you about this apprenticeship?

The Lab Technician post appealed to me because it meant I would learn all about how chemical solutions would be made, and how to prepare practicals. As well as that, I would always be busy and doing something, I don't like the idea of doing a job that involves being sat at a desk.

Q: How has the apprenticeship been going so far?

Straight away I found work really interesting, I learnt a lot about how to prepare practical's, as well as keeping track of stock. I'm always busy doing something due to the constant need of practical's in the department. As well as that I've met a lot of new people, and everyone has been really welcoming.

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