

THINKING ABOUT TAKING ON AN EVENT APPRENTICE?

REALISE

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- The Event Apprenticeship Programme is up to 18 months long (and the apprentice cannot complete the programme in less than 380 days!).
- The programme is industry led, Government approved and OFSTED inspected.
- The programme is level 3 and equivalent to 2 A levels.
- Apprentices need to be 16+, but we recommend taking someone who is at least 18. There is no upper age limit.
- The apprentice must be eligible to study in the UK.
- Apprentices can hold qualifications at a higher level (e.g. a degree) providing this is NOT in the subject they are studying in their apprenticeship (for example an Event Management Degree).
- The apprentice would need a contract for the course duration (18 months).
- The apprentice would need to be employed for at least 30 hours a week, and current apprentice salary levels can be found here (<https://www.gov.uk/become-apprentice/pay-and-conditions>).
- The apprentice could be an existing member of staff.
- The apprentice is treated like any other employee (you specify their status in their employment contract, but there is no need for anyone outside the organisation to know) and you would recruit them following your normal processes.
- The apprentice will need to be working in a role that gives them the opportunity to be involved in events for their organisation.
- The training is then a combination of workshops (remote and face to face), coaching calls, guided activities and a portfolio of evidence that they assemble in the first 12 months.
- The apprentice also needs to complete a record to show that at least 20% of the time has been on 'off the job' training, which can be very flexible.
- The training is funded by Government except for a small employer contribution of £450.

Contact hello@realise.me.uk or +44 (0)7718 111696 for further information.

