

# Get your career started with a Modern Apprenticeship

**work**EastRen  
EMPLOYABILITY SERVICES

Skills  
Development  
Scotland



# A real job, which pays real money while you achieve a qualification at the same time.

A modern apprenticeship (MA) is a great first step into employment where young people can earn a wage and gain an industry-recognised qualification at the same time.

In East Renfrewshire there are many MA opportunities across a wide range of sectors from business and administration through to construction, childcare and hospitality services. These roles may be with East Renfrewshire Council or with a local business.

Work EastRen, working in partnership with other council departments and local businesses have identified lots of exciting opportunities to help skill up the local workforce with the expertise which is needed now and will be in demand in the future.

When you start an MA you will be gaining valuable on-the-job experience from the first day whilst working towards accredited SVQ qualifications.

The apprenticeships are designed to help you learn by getting hands-on training, this is also known as work-based learning.

## **What qualifications would I gain?**

It will depend on the apprenticeship you choose to apply for. You would work towards a Scottish Vocational Qualification – either an SVQ3 or SVQ2. These are mapped to the Scottish Credit and Qualifications Framework.

SVQs demonstrate that an employee has the skills and knowledge necessary to perform competently and successfully. You would be assessed entirely in the workplace and would be required to develop a portfolio of evidence that shows you carrying out work activities to an SVQ standard. Your SVQ can be achieved over a period of 12 - 24 months, giving you the flexibility to learn at your own pace.

## **What support will I have?**

You will work alongside a dedicated supervisor who will guide and support you in the work place. You will also have an SVQ assessor who will work with you towards achieving your qualification.

## **How much would I learn?**

A modern apprentice recruited through East Renfrewshire Council earns a better hourly rate than most other employers. Pay for a modern apprentice on Level 2 starts around £118 per week. This would rise throughout their training period to around £153, and an MA at Level 3 would start around £153 per week, rising to around £177.



### **Will I get holidays?**

Yes you will be entitled to 22 days a year plus public holidays, and will accrue an extra day's holiday for every year of service.

### **What happens at the end of my apprenticeship?**

Once you are nearing the end of your apprenticeship one of our dedicated client advisors will work with you to help with developing your CV, applying for jobs and improving your interview skills.

### **Where could my qualification take me?**

Undertaking a modern apprenticeship can open up so many options. It could lead to an opportunity for further training and some apprentices eventually go on to complete an HND or degree. A lot of apprentices go on to secure permanent full time jobs in the council or elsewhere.

### **Who can apply?**

An MA is available to people who are 16–19 years old.

### **When do you recruit modern apprentices?**

We have opportunities that start all-year-round so make sure you regularly check [www.myjobscotland.gov.uk/councils/east-renfrewshire-council](http://www.myjobscotland.gov.uk/councils/east-renfrewshire-council)

### **I would like to talk this over with my parents/guardians, where can they find out more information about modern apprenticeships?**

There is lots of information at [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

### **How do I apply to do a modern apprenticeship?**

Modern apprentice opportunities are advertised on [www.myjobscotland.gov.uk/councils/east-renfrewshire-council](http://www.myjobscotland.gov.uk/councils/east-renfrewshire-council)

Please remember to read all of the information detailed in the job description and person specification. This will tell you what you need to know about the apprenticeship and help you complete your application form. If you are shortlisted you will be invited for an interview.

You will find help with preparing for an interview at My World of Work [www.myworldofwork.co.uk/getting-job/interviews](http://www.myworldofwork.co.uk/getting-job/interviews)

For more information on our apprenticeships and the different opportunities available contact: Work EastRen on 0141 577 8438 email [WorkER@eastrenfrewshire.gov.uk](mailto:WorkER@eastrenfrewshire.gov.uk)

[www.workeastren.co.uk](http://www.workeastren.co.uk)

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## DAY 1

- Welcome to the first step in your new career. You will meet your manager and get kitted out with the equipment for your new job.



## WEEKS 1-2

- You will become familiar with your new role and spend time with an experienced colleague who will become your mentor.



## WEEK 4 ONWARDS

- On the job training is the best way to learn. Your mentor will pass on their skills and knowledge as you get to grips with your apprenticeship.



## WEEK 12

- Quarterly review meetings will take place as part of the ongoing support you will receive throughout your course to ensure that you are on track.



## ONGOING

- You will earn a wage whilst studying for your SVQ qualification and gain workplace skills at the same time.



## ONGOING

- We will start to give you more responsibilities while you work independently under supervision to carry out tasks.



## LAST THREE MONTHS

- Work EastRen will help you with your job search, CV, job applications and practice your interview skills.



## FINAL WEEK

- Congratulations you have achieved your SVQ. You are now qualified and ready to enter the world of work.

To find out more about Modern Apprenticeships call 0141 577 8438  
[www.workeastren.co.uk](http://www.workeastren.co.uk)