

# CALLING ALL EMPLOYERS

Can you offer someone a Work Placement / Experience?

## TRAINEESHIP

### Overview

A traineeship is a skills development programme that includes a work placement. It can last from 6 weeks up to 1 year (although most will last for less than 6 months). Traineeships help 16 to 24 year olds - or 25 year olds with an education, health and care (EHC) plan - get ready for an apprenticeship or job if they don't have the appropriate skills or experience.

Employers who offer work placement opportunities for traineeships for 70 hours or more are eligible to receive an incentive payment of £1000 per learner, for up to 10 learners.

This Incentive is available until 31<sup>st</sup> July 2022 and is for any Sector

### Benefits to Employers

A traineeship:

- is flexible, can be sector focused and is funded by the government
- gives your current employees experience in training and mentoring
- allows you to design a programme that suits both the needs of your business and the needs of the trainee
- can help you increase capacity and productivity
- can help you develop a loyal and talented workforce
- allows you to help tackle youth unemployment
- is a route into an apprenticeship
- allows you to get to know and work with young people prior to recruiting apprentices
- £1000, for each successful placement of 70+ hours up to maximum of £10k



For more information about the traineeships & Incentives,

Contact us on **07934298746** or email [martin.harrison@resourcesdev.co.uk](mailto:martin.harrison@resourcesdev.co.uk)

## Your responsibilities

When offering a traineeship work placement you need to provide:

- safe, meaningful and high-quality work experience
- a minimum of 70 hours of work experience - but no more than 240 hours for benefit claimants - over the duration of the traineeship (maximum of one year) and as agreed with the traineeship provider
- constructive feedback and advice to the trainee
- an interview for an apprenticeship or job in your business at the end of the traineeship if one is available
- an exit interview at the end of the traineeship with meaningful written feedback if no job is available
- You may wish to support trainees with expenses such as transport and meals

The traineeship is free to your business, with incentives of £1,000 per trainee up to a maximum of £10,000; this is paid after the successful completion of the placement

<https://www.gov.uk/government/publications/traineeship-employer-incentive-registration-form>

## Designing the Programme

Resources will work with you to assess your needs and those of the trainee's.

Trainees may need training before starting work experience.

We will then plan and agree:

- How the programme will be delivered
- Extra training required
- The days and hours the trainee will work

Traineeships are flexible for any sector; you can adjust the programme as you go, to make sure you and the trainee get the most out of it.

## To get started

### **Contact**

Resources NE Ltd

On

[apprenticeships@resourcesdev.co.uk](mailto:apprenticeships@resourcesdev.co.uk)

Or

0191 483 7002 / 07934 298 746

Durham, Gateshead, Newcastle, Northumberland, North Tyneside, South Tyneside, Sunderland