



Sport Structures Apprenticeship Brochure

Table of Contents

03

About Us

04

Meet Our Team

05

Apprenticeships - what are they

06

Benefits of an Apprenticeship

07

Level 2 Community Activator Coach

09

Level 4 Sports Coach

11

Level 3 Community Sport and Health Officer

13

Level 3 Outdoor Activity Instructor

15

Level 3 Digital Marketer

17

Level 3 Business Administrator

19

Level 3 Teaching Assistant

21

Level 3 Team Leader/Supervisor

23

Level 5 Operational/Departmental Manager

24

Next Steps



ABOUT US

Founded in 2002, we are a multi-awarding organisation with a vision to transform sport and physical activity through empowering and inspiring people. Our mission is to provide solutions that add value and drive positive change, reflecting the diverse needs of sport and physical activity.

We've been an apprenticeship training provider since 2014 and our apprenticeship programmes are an excellent way of gaining industry recognised qualifications, complemented by workplace experience for new or existing employees.



MEET OUR SPORT STRUCTURES APPRENTICESHIPS TEAM

OUR TEAM



Senior Operations and
Compliance Manager
Ross Szabo



Apprenticeship
Programme Manager
Tom Holmes



Curriculum and Quality
Assurance
Jon Gath



Quality & Training
Manager
Sarina Haddock

OUR TUTORS / ASSESSORS



Tutor/Assessor
Melanie Cuthbert



Tutor/Assessor
Gill Prince



Tutor/Assessor
Martin Ford



Tutor/Assessor
Kim Burckett



Tutor/Assessor
Joanne Collins



Tutor/Assessor
Kathryn Monkcom



Tutor/Assessor
Amy Neill



Tutor/Assessor
Adam Colley

Apprenticeships

So, what are they?

Apprenticeships are emerging as the highest standard of work-based training, combining an approved training programme with a role in a company. This means learners earn while they learn, as well as gaining a nationally recognised qualification.

Aid the development of valued transferable, soft skills such as communication, teamwork and problem solving, as well as knowledge of IT and the application of numbers.

If you are already providing an apprenticeship, expressing interest, or training one of your existing employees, we hope that this brochure will help you to better understand each apprenticeship that we deliver.



Benefits of an apprenticeship

Employer overview



Available to new and existing employees.



Potential grants and funding available for training.



Reduce training and recruitment costs to fill skills gaps.



Develop a skilled, motivated and qualified workforce.



Increase productivity and your bottom line.



Train employees in your company's ethos.



Level 2 Community Activator Coach

Increase your organisation's presence delivering sport and physical activity in the community. The Level 2 Community Activator Coach offers apprentices working in a coaching or activity leadership role the opportunity to gain a detailed understanding of core knowledge, behavioural and competency modules. Learning will enable individuals to plan, prepare and deliver a variety of high-quality sessions to individuals in a community environment over the course of 13-14 months.

Primary roles of a Community Activator Coach apprentice:

- Plan, deliver, evaluate and reflect on the delivery of sport and physical activity in the local community.
- Work in partnership with local, schools, sports clubs and community centres to deliver engaging and sustainable sport and physical activity sessions.
- Gain customer insight to tailor activities to different target audiences throughout the community.

Delivery Outline:

Training is delivered by our team of qualified tutors at your workplace or another suitable venue. Learners are supported to achieve the Community Activator Coach apprenticeship criteria via the use of support resources and optional e-learning modules.

Learners are supported to gain an additional qualification alongside their apprenticeship and are given an option of which qualification they complete. For example, if the learner is working in a school environment they can complete the 1st4 Sports Level 2 Certificate in Supporting Learning in Physical Education and School Sport qualification. If required, learners will also be supported by their tutor to gain Level 1 or 2 Functional Skills in English and Maths.

Overview

DURATION:
13-14-Months



THE NEED:
Fills a coaching skills gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- Receive a £1000 grant for apprentices aged 16-18.

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 2 Community Activator Coach via an endpoint assessment which involves completion of a:

- Practical coaching observation
- Presentation involving a Q&A
- Panel interview



The community activator coach fits perfectly with our needs and provides all-round competencies required of a coach to work for us. Sport Structures deliver this to their usual high standard and offer excellent support and guidance to us as the employer and the apprentice. Sport Structures have added further value to the standard by including the level 2 certificate in supporting learning in physical education and school sport which is brilliant for us. We are super pleased to be working with Sport Structures and we hope to continue working with them for the foreseeable future!

- Jamie Segrave | JS Sports & Education



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills coaching skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required.



Apprenticeships





Level 4 Sports Coach

The Level 4 Sports Coach apprenticeship is an 18-month programme aimed at any advanced coach working in a school sport, community sport or high-performance sport environment. The standard will support coaches to use extensive technical and tactical sports knowledge and skills to design and deliver coaching programmes that engage, motivate and evolve participants' skills and performance.

The primary roles of a Sports Coach can include:

- Developing their own coaching philosophy
- Designing and implementing effective coaching programmes
- Promoting holistic wellbeing within coaching programmes
- Creating positive environments to facilitate learning and skill acquisition.

Delivery Outline

- Training is delivered, often in groups, by our highly experienced, qualified tutors at your workplace or another suitable venue
- Learners are supported to achieve the Sports Coach apprenticeship criteria through tasks and optional e-learning modules
- Learners are supported by their tutor to gain Level 1 or 2 Functional Skills in English and Maths (if required).



Overview

DURATION:
18-Months



THE NEED:
Fills a coaching skills gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- An industry recognised qualification that adds value.

Assessment

The apprentices will be assessed via an endpoint assessment which includes a work-based project with presentation and questions, a practical coaching observation with questioning and a professional discussion underpinned by a portfolio of evidence to ensure they have gained the required knowledge, skills and behaviours to achieve the Sports Coach standard.



We are extremely happy with the high-quality service Sport Structures offer. They provide excellent customer service and have a wealth of knowledge and expertise in the industry. The qualification delivery and all-round support they have given our staff is second to none and I would highly recommend them as a training provider.

- Wayne Clark | Soccer Coaching 2000

Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills coaching skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required



Level 3 Community Sport and Health Officer

The Level 3 Community Sport and Health Officer is a 16 to 18-month apprenticeship where the apprentice will work in a sport development role. Taking on an apprentice in this role is aimed at organisations that want to promote behavioural change through sport and physical activity. Apprentices will obtain knowledge in planning and organising community events and the importance of maintaining a healthy lifestyle to play their role in improving the health of the nation.

During this course apprentices gain a detailed understanding of core knowledge, behavioural and competency modules that enable them to plan, prepare, deliver and evaluate a variety of high-quality, adaptable sports programmes to hard to reach target audiences within the community.

The primary roles of a Community Sport and Health Officer apprentice are:

- Engage with the community to increase sport and physical activity participation in inactive and hard to reach youth communities
- Promote behavioural change and lasting healthier lifestyles
- Work in partnership with local, schools, sports clubs and community centres to deliver engaging and sustainable sport and physical activity sessions
- Gain customer insight to tailor activities to times and locations that appeal to different target audiences throughout the community

Delivery Outline

- Training is delivered, often in groups, by our highly experienced, qualified tutors at your workplace or another suitable venue
- Learners are supported to achieve the Level 3 Community Health and Support Officer apprenticeship criteria via the use of supporting resources and optional e-learning modules
- Learners are supported by their tutor to gain Level 1 or 2 Functional Skills in English and Maths (if required)

Overview

DURATION:
16-18-Months



THE NEED:
Fills sports development skills gap at a reduced training and recruitment cost.



- BENEFITS:**
- Available to new and existing employees
 - Develops a proactive, skilled and motivated workforce.

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Community Sport and Health Officer via an endpoint assessment which involves completion of:

- A work-based observation
- A case study challenge
- Presentation with questions and answers
- Panel interview



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills sports development skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required.



Level 3 Outdoor Activity Instructor

The Level 3 Outdoor Activity Instructor is a 12 to an 18-month apprenticeship where apprentices will learn to run safe and enjoyable activity sessions. Taking on an apprentice in this role is aimed at organisations seeking individuals to supervise and guide children and adults in activities and pastimes. Typical job titles may include Multi-Activity Leader, Environmental Education Tutor, Activity Instructor, Ranger, and National Park Guide.

Apprentices will obtain knowledge in planning and organising several outdoor activities, in addition to supporting participants to achieve set outcomes and hand over participants, return resources and equipment, and log any issues.

The primary roles of an Outdoor Activity Instructor apprentice are:

- Prepare the session by gathering information about the participants and activities' resources.
- Deliver the session, briefing participants, maintaining safety, and providing on-going instruction and encouragement.
- Meet session outcome by supporting participants to achieve set outcomes (such as new skills / knowledge, thrill seeking, personal or team challenge).
- Close sessions by handing-over participants, returning resources and equipment and logging any issues.

Delivery Outline

- Training is delivered, often in groups, by our highly experienced, qualified tutors at your workplace or another suitable venue.
- Learners are supported to achieve the Level 3 Outdoor Activity Instructor apprenticeship criteria via the use of supporting resources and optional e-learning modules.
- Learners are supported by their tutor to gain Level 1 or 2 Functional Skills in English and Maths (if required).

Overview

DURATION:
12-18-Months



THE NEED:
Fills outdoor instructor skills gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce.

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Outdoor Activity instructor via an endpoint assessment which involves completion of:

- Practical Test
- A professional discussion
- Portfolio of evidence



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills sports development skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required.



Level 3 Digital Marketer



The Level 3 Digital Marketer standard is an 15 to 18 month apprenticeship which focuses on supporting an organisation with their digital marketing. The standard includes two core qualifications: the BCS Level 3 Certificate in Principles of Coding and the BCS Level 3 Certificate in Marketing Principles as well as a Google Analytics qualification. Apprentices gain a detailed understanding of 12 core knowledge, behavioural and competency modules, these are: written communication, research, technologies, data, customer service, problem solving, analysis, marketing tools, digital tools, digital analytics, industry knowledge and business environment.

Primary roles of a Digital Marketer apprentice:

- Define, design, build and implement digital campaigns across a variety of online and social media platforms
- Drive customer acquisition, customer engagement and customer retention
- Have responsibility for some of the straightforward elements of the overall marketing plan or campaign
- Work to marketing briefs and instructions.

Delivery Outline:

The core knowledge and competency modules will be delivered by our qualified tutors through a series of face to face group sessions at the Sport Structures office in Birmingham or another suitable venue as well as via remote group webinar sessions.

"Sport Structures have been very friendly, I think our apprentice has got a lot out of what they have been learning. I would definitely recommend it, it's great both for the apprentice and the company. It's great to get new ideas, a fresh approach and a different pair of hands."

- Emma Cluley | British Triathlon



Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Digital Marketer via an endpoint assessment which involves completion of:

- A portfolio
- Employer reference
- Synoptic project
- Structured interview



"My apprenticeship has given me another level of confidence in performing my current role. Having that injection of theory not only supports my personal development but has driven me to push new ideas and get the most out of my on-the-job experience."



Rory, Level 3 Digital Marketer Apprenticeship

Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills sports development skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required



Level 3 Business Administrator

The Level 3 Business Administrator standard is a 14 to 16-month apprenticeship which focuses on supporting an organisation with its core business administration requirements. Apprentices gain a detailed understanding of 17 core knowledge, behavioural and competency modules in the following areas: the organisation, value of skills, stakeholders, relevant regulation, policies, external environmental factors, IT, record and document production, interpersonal skills, communications, quality, planning and organisation, professionalism, personal qualities, managing performance, adaptability and responsibility.

The primary role of a Level 3 Business Administrator apprentice are:

- Carry out fundamental administrative duties that help with an organisation's daily operational requirements
- Provide a high level of customer service to stakeholders
- Use, evaluate and improve internal administrative processes
- Understand and adhere to business regulation guidelines and health and safety procedures.

Delivery Outline

The core knowledge and competency modules will be delivered by our qualified tutors through a series of face to face group sessions at the Sports Structures office in Birmingham or another suitable venue as well as via remote group webinar sessions. Apprentices are given resources to support them through the apprenticeship and additional e-learning modules are included in the delivery plan to enhance a learner's knowledge and understanding.

Overview

DURATION:
14-16-Months



THE NEED:
Fills administration skills gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- Awards workforce with an industry recognised qualification

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a level 3 Business Administration via an endpoint assessment which involves completion of:

- A knowledge test
- Portfolio-based interview
- Project presentation.



The business administration apprentice has had a majorly positive impact on our business by being that dedicated support to cover all administration tasks which has freed up the workload of other staff who are then able to focus on other areas of the business. Working with Sport Structures is great because they really support you as a company and I would highly recommend them.

Eddie Ray - Progressive Sports



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills sports development skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required



Level 3 Teaching Assistant

The Level 3 Teaching Assistant standard is typically an 18-month apprenticeship aimed at supporting a class teacher to enhance pupils' learning either as a whole class or individually.

Apprentices will learn to ensure pupils thrive in a positive, nurturing, and safe environment while ensuring pupils understand the work set, know their learning objectives and stay on task in order to make progress.

The primary role of a Level 3 Teaching Assistant apprentice are:

- To work with teachers to understand and support assessments for learning through accurately observing, recording and reporting on pupil's participation, conceptual understanding and progress to improve practice and assessment for different groups of pupils.
- Deliver/lead small group teaching within clearly defined/planned outcomes using initiative and understanding.
- Recognise the importance of using appropriate technology to support learning and inspire pupils to take pride in and learn from their individual achievements.

Delivery Outline:

The core knowledge and competency modules will be delivered by our qualified tutors through a series of face to face group sessions at the Sports Structures office in Birmingham or another suitable venue as well as via remote group webinar sessions. Apprentices are given resources to support them through the apprenticeship and additional e-learning modules are included in the delivery plan to enhance a learner's knowledge and understanding.

Overview

DURATION:
18-Months



THE NEED:
Fills teaching support skills gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- Awards workforce with an industry recognised qualification

Assessment:

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Teaching Assistant via an endpoint assessment which involves completion of:

- Practical observation with questions & answers
- A professional discussion
- Portfolio of evidence.



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills sports development skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification as added value
- Improves Maths and English skills if required.



Level 3 Team Leader/Supervisor

The Level 3 Team Leader/Supervisor standard is a 15 to 17-month apprenticeship designed to provide participants with the communication and motivational skills needed to improve operational efficiency. During this course, apprentices gain a detailed understanding of core knowledge, behavioural and competency modules that enable them to develop both themselves and their teams, manage projects, plan and monitor workloads and resources, deliver business plans, resolve problems and make decisions. The programme includes an added value management qualification, in addition to the aspects of management and leadership training the apprentice will attain a solid understanding of any team leader and supervisor role.

The primary roles of a Level 3 Team Leader/Supervisor apprentice are to:

- Manage and develop team members
- Deliver operational plans
- Build relationships internally and externally.

Delivery Outline

- The core knowledge and competency modules will be delivered by our qualified tutors through a series of face to face group sessions at the Sport Structures office in Birmingham or another suitable venue as well as via remote group webinar sessions
- Learners are supported with online training, resources and CPD material to compliment their learning
- The programme has been specifically tailored to meet the needs of a sport sector audience
- Learners are supported by their tutor to gain Level 2 Functional Skills in English and Maths (if required).

Overview

DURATION:
15-17-Months



THE NEED:
Fills Leadership and Management gap at a reduced training and recruitment cost.



- BENEFITS:**
- Available to new and existing employees
 - Awards workforce with an industry recognised qualification

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Team Leader/Supervisor via an endpoint assessment which involves completion of a:

- Presentation with questions and answers
- Professional discussion underpinned by a portfolio of evidence.



Joining on the Team Leader/Supervisor apprenticeship with Sport Structures has provided me with the knowledge. Since starting my apprenticeship, I have now taken on the role of National Partnerships Manager within the organisation and I am confidently line managing 3 members of staff, alongside the management of a number of projects and partnerships within our charity.

Alexandra Pitts—British Blind Sport



Contract Requirements and Training Costs

- An apprentice must be contracted to a minimum of 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills a leadership and management skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification
- Learners are supported to achieve level 1 or 2 English and Maths if required.



Apprenticeships





Level 5 Operational/Departmental Manager

Equip managers with the skills needed to manage resources, recruitment and information. The Level 5 Operations/Departmental Manager standard is approximately a 21 to 24-month apprenticeship designed to provide participants with the communication and motivational skills needed to improve operational efficiency. During this course, apprentices gain a detailed understanding of core knowledge, behavioural and competency modules that enable them to develop both themselves and their teams, manage projects, plan and monitor workloads and resources, deliver business plans, resolve problems and make decisions.

The primary roles of a Level 5 Operations/Departmental Manager apprentice are to:

- Create or contribute to organisational strategic plans
- Develop business performance via effective project and/or staff management
- Leading through coaching and mentoring.

Delivery Outline

- The core knowledge and competency modules are delivered by our qualified tutors through a series of face to face group sessions at the Sport Structures office in Birmingham or another suitable venue, in addition to remote group webinar sessions
- Learners are supported with online training, resources and CPD material to compliment their learning
- The programme has been specifically tailored to meet the needs of a sport sector audience
- Learners are supported by their tutor to gain Level 1 or 2 Functional Skills in English and Maths (if required).

Overview

DURATION:
21-24-Months



THE NEED:
Fills Leadership and Management gap at a reduced training and recruitment cost.



BENEFITS:

- Available to new and existing employees
- Awards workforce with an industry recognised qualification

Assessment

Apprentices are assessed to ensure they meet the knowledge, skills and behaviours of a Level 3 Team Leader/Supervisor.

Completion of an endpoint assessment accessed by:

- Presentation with questions and answers
- Professional discussion underpinned by a portfolio of evidence.



Being new into a management role, I am finding the Level 5 Operations/Departmental Manager Apprenticeship very useful by being able to transfer what I am learning in the course into practice in my place of work. One example of this was completing the PREVENT e-module training course which I fed back to Senior Management resulting in the team completing the training and being incorporated into our induction pack.

Hayley Noel—Think Active



Contract Requirements and Training Costs

- An apprentice must be contracted to at least 30 hours per week
- An apprentice's contract of employment must cover the length of the apprenticeship
- 20% of an apprentice's contracted time must be allocated to 'off-the-job' training
- An apprentice must be paid at least the minimum apprenticeship wage in their first year of learning
- Apprentices aged 19+ must be paid at least the minimum wage for their age group in their second year of learning
- Dependent on company size and apprentice age a contribution to training costs may be required
- Dependent on age and wage contributions to an apprentice's pension and national insurance may be required.

Benefits

- Fills a leadership and management skills gap at a reduced training and recruitment cost
- Potential for training costs to be 95%-100% funded
- Receive a £1000 grant for apprentices aged 16-18
- Available to new and existing employees
- Develops a proactive, skilled and motivated workforce
- Awards workforce with an industry recognised qualification
- Learners are supported to achieve level 1 or 2 English and Maths if required.

Next Steps

If you would like to find out more please contact us.

Contact: Tom Holmes

Phone: 07706 348612

Email: TomHolmes@sportstructures.com

Register your interest to employ an apprenticeship [here](#)

Sport Structures
Suite 8, The Cloisters
12 George Road
Edgbaston
Birmingham
B15 1NP
0121 455 8270

Sport Structures Education CIC is a company registered in England and Wales with
company number: 6591600. VAT number: 915 2882 15

We are registered as a data controller under the Data Protection act number Z9319887

