

CATCH22 APPRENTICESHIPS

HOW WE CAN HELP YOUR BUSINESS
EMPLOY APPRENTICES

catch
22

GOOD APPRENTICESHIPS: GOOD FOR YOUR BUSINESS, GOOD FOR YOUR PEOPLE, GOOD FOR YOUR COMMUNITY

Catch22 is here to help you create a good apprenticeship programme. The Apprenticeship Levy means that many businesses who've never thought about it before are having to start thinking about hiring apprentices. One-fifth of companies in the UK intend to write off their payments under the apprenticeship levy scheme as tax, seeing developing

an apprenticeship programme as too much additional work. Catch22 understand that businesses have enough going on, so we have developed a bespoke apprenticeship delivery programme to guide you through the process, making it as simple as possible and ensuring it delivers a business impact.

WHAT IS AN APPRENTICESHIP?

Apprenticeships are professional pathways that enable individuals to learn skills, knowledge and behaviour whilst on the job. An apprentice takes on a real role within your organisation, and gets structured on and off the job skills and training with a qualification at the end. Most of the training is on-the-job, working with a mentor to learn job specific skills in the workplace, with 20% of the training away from their role with peer-to-peer learning and workshops.

THE APPRENTICESHIP

80%
ON THE JOB
LEARNING

- LEARNING PLAN
- ON PROGRAMME TRAINING SKILLS, KNOWLEDGE AND BEHAVIOURS
- OBSERVATION AND SUPERVISION
- FUNCTIONAL SKILLS (IE: MATHS AND ENGLISH)
- FACE-TO-FACE LEARNING

20%
OFF THE JOB
LEARNING

- WORKSHOPS
- PEER-TO-PEER LEARNING
- INFORMAL JOB SWAPS

BENEFITS OF AN APPRENTICESHIP PROGRAMME

- Help raise productivity by investing in your future talent pipeline and also in upskilling your current workforce.
- Help fill current and future skills gaps.
- Give a young person, or someone who has faced barriers to work, a supported entry into a career pathway.
- Stimulate economic growth through building a more skilled workforce
- Cost effective way to fill vacancies and engage your workforce.

HOW DO I SET UP AN APPRENTICESHIP PROGRAMME?

We will work with you to use your apprenticeship programme and funding as a tool to solve your business challenges. Setting up an apprenticeship can be confusing for employers, so we act as delivery partners as well as consultants guiding you every step of the way.

1. We'll get to know your staffing structure and help you figure out which apprenticeships framework or standard is right for your business.
2. We'll help you understand what funding is available and ensure that your apprenticeships provide the most value for money.
3. We will advertise your apprenticeship and use our talent pools to find you pre-screened candidates ready for interview.
4. After apprentices have been selected we will walk you through how to make an apprenticeship agreement and commitment statement between you and the apprentice.

USE APPRENTICESHIPS AS A TOOL TO DEVELOP CURRENT STAFF

Catch22 work with a number of employer to support professional career development through upskilling existing staff. This creates career progressions, increases in productivity, improves staff retention and highlights the investment and support from the business to their workforce.

TURNING YOUR JOBS INTO APPRENTICESHIPS

We don't believe in a one-size-fits-all approach, it doesn't work for businesses and it doesn't help us make an impact.

When you partner with Catch22 we will work with you to understand what makes your business tick, and support you to develop and deliver an apprenticeship programme that addresses your unique business challenges and needs. We'll help you turn jobs in to apprenticeships, pair them with hand-picked candidates, and deliver a wrap-around apprenticeship programme that enables you to create the most business and social value.

Apprenticeships we offer

We provide an end-to-end service in professional business apprenticeships for Levy and non-Levy paying employers. We manage the recruitment, training, assessment, evaluation whilst always ensuring it fulfils the requirements of your business. Catch22 specialises in delivering Professional Business Service apprenticeships: Sales, Customer Service, Business Administration, ICT, Retail, Team Leading, Leadership and Management, Housing and Property Management.

ABOUT US

CATCH22 IS A CHARITY AND SOCIAL BUSINESS. OUR 1,800 COLLEAGUES AND VOLUNTEERS WORK AT EVERY STAGE OF THE SOCIAL WELFARE CYCLE, **SUPPORTING OVER 45,000 INDIVIDUALS FROM CRADLE TO CAREER.**

We design and deliver social welfare services across children's social care, deliver education and training, get people into work through apprenticeships and employment programmes, build stronger communities through social action, and deliver social justice and rehabilitation services. We take any surplus and the learning from our delivery, and funnel that into public service reform - investing in new structures and programmes that do things differently

OUR DELIVERY

CATCH22 WORKS WITH EMPLOYERS TO CHAMPION RECRUITMENT AND STAFF DEVELOPMENT PROCESSES THAT ARE NOT ONLY **GOOD FOR THE COMMUNITY BUT GOOD FOR THEIR BUSINESS AND THEIR PEOPLE.**

In 2016-2017 we supported over 700 individuals into work for large and small employers across England. We specialise in delivering Professional Business Service apprenticeships: Sales, Customer Service, Business Administration, ICT, Retail, Team Leading, Leadership and Management, Housing and Property Management.

SIX MONTHS AFTER COMPLETING A CATCH22 APPRENTICESHIP:

95%

OF APPRENTICES ARE STILL IN EMPLOYMENT

88%

ARE STILL WORKING IN THE SAME INDUSTRY/ SECTOR AS THEIR APPRENTICESHIP

46%

HAVE EITHER GAINED A PROMOTION OR HAVE ADDITIONAL RESPONSIBILITIES

APPRENTICESHIPS MAKE BUSINESS AND SOCIAL SENSE

Apprentices come to your business ready to learn on the job, gain skills in the way that you work, and stay with you to move up in your company. We work with you to provide apprentices with the hard and soft skills they need to progress, and their dedicated Catch22 trainer provides wrap-around support they need to thrive. You get ambitious, dedicated, and diverse staff that understand the way you work. Individuals get supported entry on the career ladder with an employer who is committed to their development.



“ IT HAS BEEN A JOY TO WORK WITH CATCH22 AT A TIME WHEN APPRENTICESHIPS ARE HIGH ON BOTH THE POLITICAL AND SOCIAL AGENDA. WITH A SIGNIFICANT LEAP OF FAITH IN TO THE UNKNOWN, CATCH22 COMMITTED BOTH PEOPLE AND RESOURCES TO DEVELOP THE NEW TRAILBLAZER LED HOUSING & PROPERTY MANAGEMENT APPRENTICESHIP SCHEME FOR DELIVERY IN MARCH THIS YEAR. FROM THE OUTSET, THE INNOVATIVE AND PROFESSIONAL APPROACH TAKEN BY CATCH22 HAS ENABLED RENDALL AND RITTNER, ALONG WITH THE INSTITUTE OF RESIDENTIAL PROPERTY MANAGEMENT AND THE CHARTERED INSTITUTE OF HOUSING, TO OFFER THE FIRST APPRENTICESHIP OF ITS KIND WITHIN THE RESIDENTIAL SECTOR. WE LOOK FORWARD TO THIS PARTNERSHIP CONTINUING WITH THE NEXT COHORT IN SEPTEMBER. ” ELAINE HIGGINS, HR BUSINESS PARTNER, RENDALL AND RITTNER

HOW WE'LL WORK WITH YOU TO CREATE A SOCIALLY RESPONSIBLE APPRENTICESHIP PROGRAMME

FUTURE TALENT POOLS

Apprentices create loyal and sustainable talent in any organisation, but equally give employers the chance to target untapped candidate markets. Candidates enrich the diversity of their teams. Catch22 work in over 100 communities with over 45,000 people a year, giving us access to a unique talent pool as part of any Catch22 Apprenticeship Programme.

RECRUITMENT PROCESS DESIGN

Catch22 can work with you to design an inclusive recruitment process that fits your business needs, but also ensures you are able to access new talent pools of motivated people who may have faced barriers to work.

INTERVIEWS

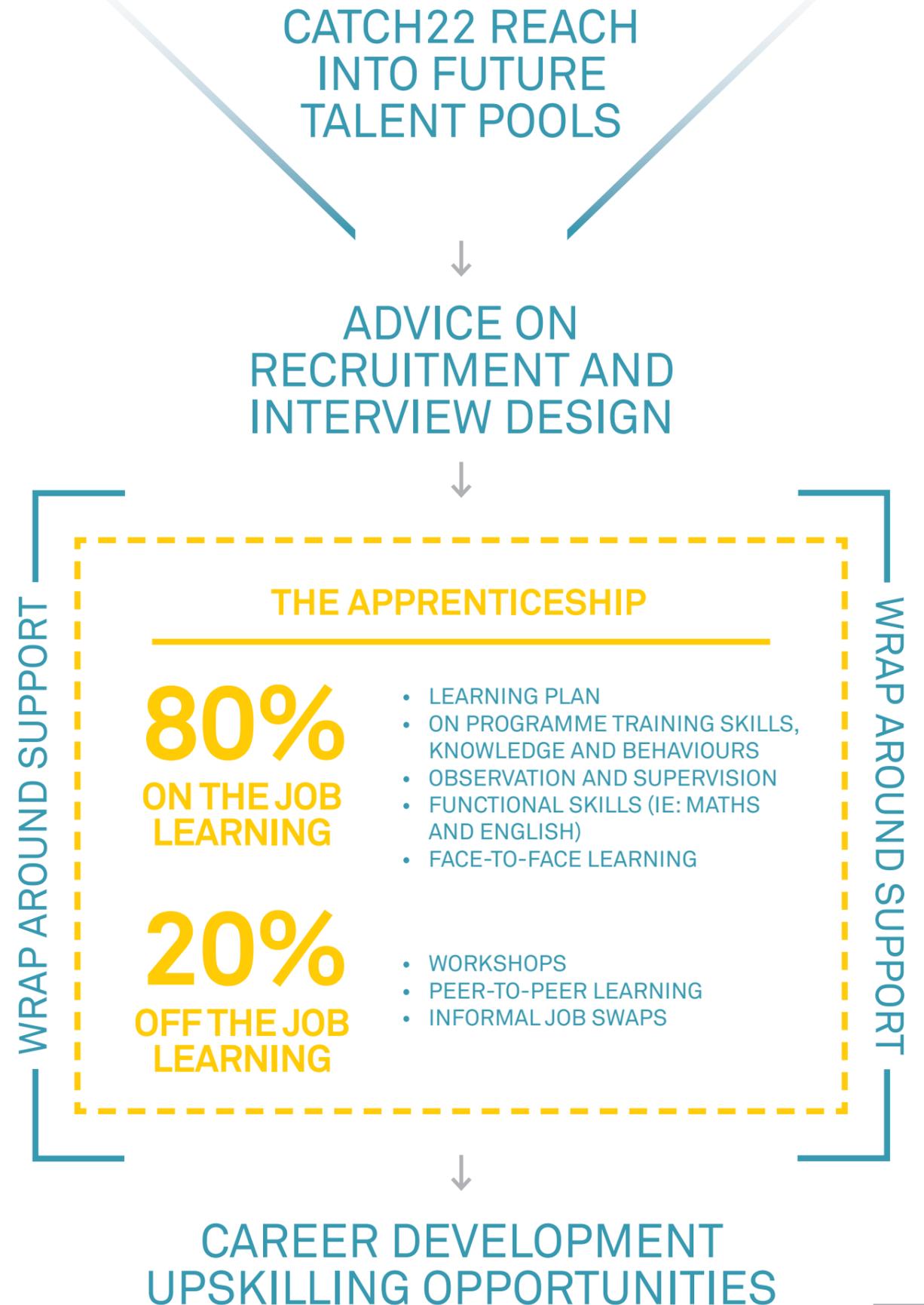
Final recruitment decisions are always in the hands of the employer but we will provide advice and guidance when designing an inclusive recruitment process and pre-screened and prepared candidates.

WRAP-AROUND SUPPORT

Many apprentices join roles with limited (if any) work experience or qualifications, so it's important that the right support and learning programme is in place to deliver a true development journey for every new-joiner. Catch22 is on-hand to provide any additional wrap around support that an apprentice may need in terms of pastoral and personal support through-out the duration of the apprenticeship.

CAREER DEVELOPMENT

We recruit and train apprentices with a focus on the long term, for the individual and the business: building an action plan to help overcome any barriers to work, putting in place key milestones like learning goals, soft skills, confidence and mind-set training. An apprenticeship is a career pathway that embeds continuous learning into a job, we encourage ongoing in-work career support and pathways to achieve a higher level of training. This includes in-work career development discussions, and progressions onto permanent jobs and/or further upskilling onto higher level apprenticeships.



WORK WITH US TO CREATE AN APPRENTICESHIP PROGRAMME WITH SOCIAL VALUE

Good for your business, good
for your staff, good for your
community

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