## Flexi Job Apprenticeship Service - Typical Pathway

## **STEP 1:**RECRUITMENT

Identification of requirements, including quantity, locations, wage levels, etc.

Apprenticeship standard agreed with host: Intermediate (level 2), Advanced (level 3) or Higher (Level 4 and 5) routeways available

**Advertisement of vacancies** 

**Short-listing of candidates** 

Identification of Learning Provider

**TOTAL TIME:** 6-12 WEEKS

STEP 2:

ASSESSMENT, FORMAL INTERVIEW & OFFER

Interviews conducted jointly by EN:Able Futures & host

Employment contract offered for duration of apprenticeship

CSCS training and test

Employment induction undertaken by EN:Able Futures including right to work in UK documentation

Start date agreed with host and apprentice employed by EN:Able Futures

**TOTAL TIME:** 3 WEEKS

STEP 3:

APPRENTICESHIP PROGRAMME

**Construction Trade roles** 

Professional and Technical Officer roles

**Business Administration roles** 

Co-investment of 5% towards cost of apprenticeship training or levy transfer available

College attendance on day release or block release

Apprentice pastoral care, inwork mentoring and academic programme overseen by EN:Able Futures

HR support for hosts during apprenticeship term

**TOTAL TIME:** 1 - 4 YEARS\*

\*Dependent on type of Apprenticeship standard

ON COMPLETION OF STEP 3 A FORMAL REVIEW/INTERVIEW WILL BE CARRIED OUT BEFORE PROGRESSION ONTO STEP 4

STEP 4: PROGRESSION

Employment contract with host to pursue Advanced or Higher apprenticeship programmes

Full or Part-time degree level qualifications

Information, advice and guidance from EN:Able Futures to find permanent employment.