



BUSINESS AND MANAGEMENT



Group	Programme	Level
Business & Administration	Business and Administration	3
	Business and Administration	4
Customer Service	Customer Service Practitioner	2
Project Management	Associate Project Management	4
Teaching and Learning	Supporting Teaching & Learning in Schools	3

“Don't worry about the skills, these can be taught. What we want are people with the right attitude and approach.”

Our Apprenticeship and Training Offer

Our Approach

Apprenticeships with Creative Alliance combine work based learning with online and classroom learning to give your team the knowledge and experience to build their skills whether you are recruiting new staff or upskilling current members of staff.

Creative Alliance believes our role is to work with an employer to develop independent, responsible and accountable young professionals ready to enter into a very demanding and competitive industry.

Off the Job Training

Apprentices need to complete 20% of their total working hours for “off-the-job” learning.

This is defined as “learning which is undertaken outside of the normal day-to-day working environment” and leads towards the achievement of an apprenticeship.

We have developed training plans using a blended earning approach combining online learning with face-to-face learning, and seminars.

This can include the following:

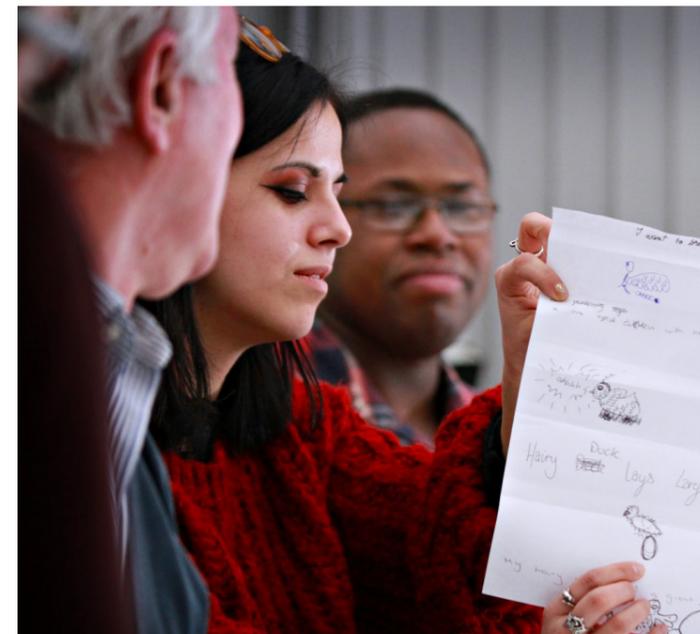
- The teaching of theory (for example, seminars, role playing, simulation exercises, online learning)
- Practical training
- Time spent writing assessments and assignments
- Learning support
- Shadowing and mentoring
- Industry visits and attendance at skills competitions
- Working in other departments.

- OUR TRAINING**
- ➔ Blended learning approach
 - ➔ Seminars and online learning
 - ➔ Training in customer service
 - ➔ Industry expert trainer and assessor
 - ➔ Industry standard qualifications

Level 4

This is the qualification for young people ready to take responsibility for this area of work. The Qualification requires them to work independently and demonstrate a high level of practical Knowledge.

Level 4 qualifications are equivalent to a foundation degree are based on clear, specific and very practical criteria that directly relate to real work activity in their area of specialism.



Work based learning

Over 90% of the employers we work with tell us they want their apprentice with them for as much of the time as possible.

Existing staff could:

- Accredit knowledge and skills for a job they do but for which they have no formal qualification. If there is a substantial difference in the job an employee does and the qualifications, they previously obtained then it's possible for people with degrees to undertake vocational qualifications paid for by the levy.
- Gain a higher-level qualification than the level of qualification that they already have.
- Study for a qualification in a new area of the business requiring new knowledge and skills that the organisation wants them to move into.

Creative Alliance is highly experienced in creating market ready young professionals by providing apprenticeships, training opportunities & careers education with employers. **Companies we are already working with:**



CREATIVE MARKETING, PR & DIGITAL

Right Talent; Right Workplace;
BRIGHT FUTURE

www.creativealliance.org.uk