



Professional Apprenticeships 2024 Newsletter

Welcome to 2024 with exciting times ahead this year.

As we come back after the festive and New Year celebrations at Colchester Institute. we are as determined as ever to deliver flexible, dynamic and outcome based teaching and learning to deliver a clear impact for our learners and employers alike. As we move into the new year, we have exciting prospects ahead. After our successful

Colchester Institute

Coaching Apprenticeship launch in September, we are already moving on to our third cohort. Early in the New Year we are excited to be launching the brand new Level 6 Senior Procurement and Supply Chain building on our already successful level 3 and 4

programmes that we have been delivering for over five years in collaboration with ABA

Procurement, a CIPS centre of excellence. Finally, we continue to see good growth across all apprenticeships and commercial courses as employers seek to address vital skills gaps through not only recruiting new apprentices but using the apprenticeship levy to upskill existing employees.

Coaching Professional Level 5 professional level. Apprentices will deep-dive into the world of coaching through our

Our Coaching Professional apprenticeship focuses on developing coaching skills at a interactive workshop sessions that will provide learners with a coaching toolbox. well as the wider skills sets needs to be a truly effective coach.

Learners gain a deep practical understanding of coaching principles and models as With our next cohort starting in March, be quick to secure your place!

Coaching Professional Trainer - Ali

What do our apprentices say about Ali?

really a great thing for a professional coach"

An accomplished commercial skills trainer, coach, and ILM approved trainer, with an extensive background in sales management, people development and coaching and mentoring. Ali is experienced in analysing training needs of organisations and individuals consequently delivering training with a clear purpose. Through effective motivation of learners and reflective practice Ali delivers training that makes a clear impact. Ali has completed extensive studies into Cognitive Behaviour Therapy, Psychology in Business, Foundation of Hapss at Work, and Wellbeing and Human Behaviour.

"I really value and appreciate any time I spend with Alison, she is helpful, professional, efficient and supportive. She has given me so much insight into the various topics and issues we've discussed and I have learnt a lot already. I always look forward to our meet ups, and will genuinely miss them once it is all over" "Ali is superb. She's very clear and helps me to understand what I'm doing and how I can improve. I feel I'm exceeding where I thought I would be after being out of education for a while because she's making it so clear for what my steps are."

"Alison is a fantastic coach, very knowledgeable and inspiring. I always feel invigorated

and ready to use my learning after I speak with her. She's inspiring and I think that's

What do our apprentices think about their experience so far? -93% of apprentices are satisfied with the workshops sessions -93% of apprentices state the tutor uses industry specific examples that allow them to apply what they are learning "Ali's sessions are so engaging and interactive" "The group discussions Ali facilitates add real added value to the sessions" Ali's experience and shared experiences make the sessions interactive and engaging"

"Another superb session with Alison!" "The support Ali provides is outstanding and the learning environment is really supportive

Contact us to find out more

Looking Ahead in 2024 As we look ahead to 2024, planning is firmly underway to welcome any and all new

apprentices and employers. Below are start dates for each of our programmes for

Management 24/01/2024 17/04/2024 10/07/2024

2024.

HR Level 3 05/02/2024 (Norwich) March 2024 (Colchester)

April 2024 (Norwich) **HR Level 5** April 2024 (Norwich)

June 2024 (Colchester & Norwich)

11/04/2024 06/06/2024

16/01/2024 09/04/2024 04/06/2024 23/07/2024

Procurement Level 4

Coaching Professional March 2024 **Procurement Level 3** 08/02/2024

Contact us to register your interest today! Apprenticeships with flexible start dates in 2024

New course dates for 2024 We have now secured dates for 2024 for the below fantastic personal development courses. **Emotional Intelligence:**

business.solutions@colchester.ac.uk / 01206 712727

The below apprenticeship programmes are roll on roll off with no set dates allowing

employers and apprentices to start at a time which suits them best!

• Business Administrator Level 3

 Hospitality Team Member Level 2 • Hospitality Supervisor Level 3

• Chef De Partie Level 3 • Commis Chef Level 2 • Production Chef Level 2 • Events Assistant Level 3 Hospitality Manager Level 4 • Senior Production Chef Level 3

Customer Service Practitioner Level 2



Personal Licence:

29th February 2024 28th March 2024 28th June 2024

Take a look and get in touch to find out more: 01206 712727 / <u>business.solutions@colchester.ac.uk</u> What is a Personal Licence and why do I need one? The personal licence is designed to ensure that anybody running or managing a

Do I need a Personal Licence? If you are planning to be the designated premises supervisor in a business which sells alcohol, you will need a Personal Licence.

Gain the qualification you need to apply for a licence.

that sells or supplies alcohol.

Mentoring Training

employing apprentices?

Join us on one of our upcoming courses:



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Our Mentoring Trainer - Steve Favell

In the 70's, at the same time as being in high demand as an accomplished musician, Steve Favell developed what became one of the County's most successful music retail, wholesale companies. Steve went on to build, train and mentor a number of the UK's most successful national sales teams.

He went on to join Huntingdonshire Regional College and grew their commercial income by more than 1.5 million.

Steve has established himself as an expert in personal development trainer. Steve says "I'm extremely proud to be working in partnership with Colchester Institute. Being an effective Mentor is a teachable skill that changes peoples lives

Our Emotional Intelligence Trainer - Dan Cocksedge

Dan has started and grown many training functions. He started his career working at Buckingham Palace for Royal Collection Enterprises. As well as being self-employed, Dan works with local company's integrating both performance related and personal development learning through bespoke qualifications and apprentices him.

Dan recently said 'I have a very interactive approach to learning, and I like to ensure that my training sessions are engaging, interactive and fun – no matter what the subject is'.

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Training Facebook Page

and is the key to long term business success.

qualifications and apprenticeships.

business that sells or supplies alcohol will do so in a professional fashion. Once you recei your personal licence, you can act as the designated premises supervisor for any business Are you about to become a mentor for the first time? Is your organisation new to

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