

# Traineeships - helping young people get the experience they need for their future jobs

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## What is a traineeship?

A new government programme for young people who want to work, but need extra help before they can gain an apprenticeship or a job. They consist of work placements and work skills training, combined with study in English and maths.

## Who are they for?

- ▶ Young people aged 16-24 who are job ready and near to finding employment
- ▶ Those that need to improve their skills to enhance their confidence & experience
- ▶ Enthusiastic and committed young people.

## What will the trainee do?

- ▶ Receive support from Uxbridge College with employability skills, plus English and Maths to GCSE level
- ▶ Attend an unpaid work placement, arranged by Uxbridge College, of between 6 weeks and six months
- ▶ Carry out duties and activities that you have specified.

## How do you get involved?

- 1/ Call Uxbridge College to discuss how a traineeship would benefit your company
- 2/ Agree a placement, between 6 weeks and 6 months, for one or more trainees that are matched to your requirements. **You don't pay wages - placements are free.**
- 3/ Maintain contact with Uxbridge College during the placement
- 4/ At the end of the programme, provide an exit interview (or job/apprenticeship if available) and a formal reference.

We have placements ready to start from November 2013 – call Giles to get involved.

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