

# WHAT ARE TRAINEESHIPS?

Pre-employment programmes for 16-24 yr olds

**A Traineeship is a fully-funded education and training programme for 16-24\* year olds (\*25 year olds with an Education, Health and Care Plan) to build employability skills and gain valuable sector-based experience through a work placement.**

## How long is the programme?

Traineeships can last from 6 weeks to a maximum of 1 year, although most will be up to around 6 months. The duration of the programme will be decided with your training provider, once they have spoken with you and assessed your needs.

## What does the programme involve?

Trainees will receive a wide variety of skills and personal development, including:

- A work experience placement with an employer.
- Work preparation with your training provider.
- English, maths and digital skills development (if required).



## How does the programme work?

A traineeship can start at any point in the year. You will need to find a training provider in your local area who is offering the programme, and then make contact with them to get started.

They will work with you to understand your future plans, and to put the correct level of support in place to help you to move towards further employment or education, as well as organising a valuable work experience placement.

**INSPIRE ME!**

To discover more about traineeships and to hear about other example journeys, please scan the QR code with your phone or visit: [amazingapprenticeships.com/traineeships](https://amazingapprenticeships.com/traineeships)



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## Where will I be learning?

Traineeships combine a mix of classroom-based learning with a work experience placement with an employer. You will be supported to work towards qualifications in English, maths and digital (if required) as well as receiving support to prepare your CV.

## Do trainees get paid?

Work experience placements through traineeships are unpaid, however employers are encouraged to support trainees with expenses such as transport and meals, depending on personal circumstances. If you are in receipt of benefits, please speak with your local Jobcentre Plus adviser or Work Coach who will be able to confirm that your benefits can continue.

## What happens at the end of the programme?

Traineeships require the employer to carry out an exit interview, or a new job interview if appropriate. Your training provider will offer you support and guidance with your job search and help you feel confident in applying for and securing an apprenticeship, employment or further training.

## Why is a traineeship a great opportunity?

A traineeship provides you with the opportunity to:

- ✓ Increase your confidence and understand what employers are looking for.
- ✓ Gain new skills and achieve qualifications.
- ✓ Build your experience of the workplace, meet employers and develop practical skills.

## TOP TIP

Find a local training provider by scanning the QR code or visiting [gov.uk/government/publications/traineeship-providers](https://www.gov.uk/government/publications/traineeship-providers)

