



Council of the
ISLES OF SCILLY



APPRENTICESHIPS AT THE COUNCIL OF THE ISLES OF SCILLY

Earn While You Learn!

Find and apply for vacancies throughout the year:

www.scilly.gov.uk/council/jobs-council | Email: HumanResources@scilly.gov.uk

Apprenticeships at The Council of the Isles of Scilly

The Council of the Isles of Scilly apprenticeships offer jobseekers the opportunity to start their career within local government.

As an apprentice, you will receive training co-funded by the government, therefore avoiding the large debts often associated with university courses. You will earn a wage whilst gaining new skills. Benefits include paid holidays, pension and flexible working arrangements. On-the-job work experience will put you ahead of the competition.

You will work towards a nationally recognised qualification whilst receiving direct support from your team and training provider.

Our apprentices work alongside experienced staff throughout the council, learning at a pace that suits each individual.



Key Benefits of An Apprenticeship

We want to support you and invest in your future career and aspirations through our apprenticeship scheme. Apprenticeships allow you to gain new skills with on-the-job training and recognised qualifications.

As an apprentice, you will gain the technical knowledge, practical experience and wider skills you need for your job and future career. These are gained through learning in the workplace, for example, shadowing and working alongside experienced staff, formal off-the-job-training and opportunities to practice new skills in a real work environment.

As an apprentice you can:

- **Earn while you learn** – gain a qualification while working in a real job
- **Receive a recognised qualification** – apprenticeships can include professional qualifications alongside your apprenticeship
- **Receive personalised support** – work-based mentors, managers, assessors and fellow apprentices all offer a support mechanism to achieve your apprenticeship
- **Develop your skills** – apprenticeship qualifications offer three areas of learning: skills, knowledge and behaviours
- **Follow a structured training programme** – all apprenticeships follow a structured programme over a period of time. Some are day release, some are block release and some are flexible learning. We aim to ensure the off the job training delivery involves as little mainland travel as possible.
- **Improve employability** – when you have an apprenticeship, employers know you have had to prove the knowledge, skills and behaviours associated with the job
- **Learn transferable skills** – as well as studying for your qualification you will develop in other areas such as presentation and communication skills, team building and interpersonal skills.



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Case Study: Jacob Pursglove

Level 3 Marketing Assistant Apprentice

My name is Jacob Pursglove, I am currently working for the Council of the Isles of Scilly Corporate Properties department.

In 2020, I was working for the Council's Customer Hub, and was helping to manage a number of social media sites and webpages. I also helped produce posters for a few different departments to advertise their services. I asked if I could be put on some training to help with my marketing skills, and I was offered to be a part of a Level 3 Marketing Assistant Apprenticeship through Truro - Penwith College. I was extremely grateful to be offered a placement, as I had been hoping to do something similar for a long time.

This was the same year that Coronavirus took hold of the world, and it was also when online video calls and the like really took off. Due to this, I was able to take part in this apprenticeship mostly online, something that I was extremely thankful for. My wife had given birth earlier in the year, and I didn't want to have to juggle work and travelling to the mainland with a new baby.

I took part in a weekly online lesson, and had time out of my normal work schedule to work on the apprenticeship assignments. I also had the option of going to the mainland for some practical seminars, which I took part in to learn more on video editing and producing good PowerPoint presentations.

I completed my Apprenticeship in March 2022 with a Pass.

The apprenticeship was really rewarding, I learnt a lot from the taught sessions, and was able to put my new skills and knowledge into practice to enhance my social media posts, improve my design work, and help me in my copywriting for Council documents and emails.

I would highly recommend an apprenticeship through the Council of the Isles of Scilly. It gave me essential skills that I still use in my current role and it enabled me to continue with my day to day work but also still be able to spend time with my family.



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Apprenticeships

FAQ's

How long do apprenticeships take? Depending on the level of apprenticeship, we offer temporary employment which provides enough time to complete the qualification and gain valuable work experience.

What are the entry requirements? Anyone who is 16 years old and over can do an apprenticeship. Each vacancy sets out what the role will entail and whether it would be useful to have any particular interests and any additional requirements relating to the job.

Is there supervision and support? You will have regular meetings with your manager and also be offered a workplace mentor. They will be your contact to discuss issues such as your future aspirations and career advancement, as well as any wellbeing or work based issues that arise in the course of your apprenticeship.

How much study time is there?

The apprentice must spend at least 20% of their normal working hours over the planned duration of the apprenticeship practical period, on off-the-job training. This means that the minimum requirement, for apprentices working 30 hours or more per week is an average of 6 hours of off-the-job training per week.

Do i have to attend college or university on the Mainland?

Depending on the apprenticeship, you may need to attend face-to-face, online and/or recorded lectures. Delivery may be weekly, fortnightly, monthly or by block-release. Given our location, we will work with you and the training provider to ensure the most suitable delivery method and ensure as little mainland travel as possible.

Is there a permanent job at the end of the apprenticeship?

Unfortunately, we cannot guarantee a job following any of our apprenticeships, but we will support individuals with future career opportunities.



Thinking of an apprenticeship at the Council of the Isles of Scilly?

Here are just some of the benefits which we are able to offer to our employees:

A competitive salary

Eye care voucher scheme
A generous relocation package for eligible candidates

Defined benefit pension scheme

Family friendly leave, pay and working arrangements

Generous Holiday allowance

A free confidential and impartial counselling service

Council of the Isles of Scilly Potential Apprenticeships

Far from any preconceptions you may have, The Council of the Isles of Scilly is an innovative, fast-paced place to work. We can offer a range of career opportunities as well as a healthy, safe and vibrant place to live and work.

These are just some of the possible apprenticeship opportunities that could be delivered through the Council of the Isles of Scilly. If you'd like to find out more please just get in touch at HumanResources@scilly.gov.uk



Children's Services

L2 Early Years Practitioner
L4 Early Intervention Practitioner
L5 Early Years Lead Practitioner
L6 Social Worker (Integrated Degree)



Procurement

L3 Procurement and Supply Assistant
L4 Commercial Procurement and Supply
L6 Senior Procurement and Supply Chain Professional



Planning

L4 Town Planning Assistant



Regulatory Services

L3 Animal Care and Welfare Manager



Corporate Property & Housing

L4 Construction Quantity Surveying technician
L3 Housing and Property Management
L4 Senior Housing and Property Management
L4 Asset Manager
L7 Infrastructure Asset Management Professional



Adult Social Care

L2 Adult Care Worker
L3 Lead Adult Care Worker
L4 Lead Practitioner in Adult Care
L5 Leader in Adult Care
L6 Social Worker (Integrated Degree)



Human Resources

L3 HR Support
L3 Learning and Development Practitioner
L5 People Professional



Learning, Leisure and Customer Service

L3 Team Leader/ Supervisor
L2 Leisure Team Member
L2 Customer Service Practitioner



Democratic and Corporate

L3 Business Administration



Environment Services

L2 Property Maintenance Operative
L2 Waste Resource Operative



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