

## NEW APPRENTICE PROGRAMME LAUNCHED TO SUPPORT FINANCIAL INSTITUTIONS

During the course of 2017, City HR has been actively seeking ways in which to help our smaller members to utilise their apprenticeship levy in a way that makes sense for the size of their business. To this end, we have been working with the City of London Corporation and other entities to identify the requirements of firms in the Financial Services sector, to signpost solutions and to help HR Leaders to utilise their levy in a supported way.

Through this consortium, we were delighted to be able to offer members the opportunity to sign up for a free pilot programme over the summer months which went live on 12th September and completes at the end of November 2017.

### About the apprenticeship pilot programme:

The City of London Corporation, in partnership with the City HR Association, the National Skills Academy for Financial Services (NSAFS), Investment 2020 and the Tech Partnership, are working to ensure that smaller apprenticeship levy payers are supported to use their levy payments to employ, train and assess apprentices – be they existing staff or new recruits.

Through a programme of free support and introductions to training providers, we have developed a cohort of businesses comprising the smaller apprenticeship levy payers (for example those with 1 to 5 apprentice opportunities) to create apprenticeships at level 3 and 4 (post A-Level), in nine priority job roles. These are:

- Senior Financial Services Customer Advisor
- Financial Services Administrator
- Investment Operations Technician
- Investment Operations Specialist
- Compliance / Risk Officer
- Business And Administration
- Cyber Security Technologist
- Cyber Intrusion Analyst

### ■ Infrastructure Technician

By working together our cohort of businesses will help shape and influence apprenticeship training provision in order to meet business needs, as well as benefiting from both tailored support and the experiences of others in the network.

### What the programme offers:

Through a series of free workshops throughout the autumn, beginning in September, the programme will offer support focused around three key areas:

- Utilizing your levy payments – including expert advice and support in analysing job roles and matching them with available apprenticeship standards and training providers
- Making the business case – including securing internal buy-in from each business and understanding the processes and systems
- Candidate recruitment and support – finding and supporting the right candidates, as well as understanding the types of apprenticeship contract, how to make this work for internal progression candidates, identifying a training provider in the selected standard(s) and being mindful of the assessment process.

It is our aim to help organisations recruit their apprentices in Spring 2018 with a potential start date of late summer 2018.

To date, we are delighted to have 14 member organisations, who have signed up for the pilot programme with more still exploring this opportunity. It's interesting to note that of those who have signed up

- 72% have not had an apprentice before
- 59% are exploring new hires, and
- 18% will be exploring progression training for existing staff

We will keep you updated on progress of this exciting pilot scheme over the coming months and plan to hold a roundtable on this topic in the first quarter of 2018 to give large and small firms the opportunity to share their experiences.

For further details please contact

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Cindy Mahoney facilitates Apprenticeships Pilot for Employers

