APPRENTICESHIPS

Helpful Hints and Tips

DO SOME RESEARCH

Do plenty of research on the area which you want to complete an apprenticeship, research the industry and the company you will be working for to make sure that it is a right fit for you..

GET TO KNOW PEOPLE

Meet and speak to as many people as you can in your new apprenticeship, find out about their role within the company and their journey. This will give you a greater insight into the work that the company do and how to navigate the industry.

YOU'RE AN EMPLOYEE TOO

If, after research, you do decide to take the apprenticeship route to start your career and gain access into the industry which you are interested in, remember that you are an employee as well as more senior members of staff. As such, you will receive a salary and have the same employment rights as everyone else.

BE ON TIME

It can be challenging adjusting to a new routine. Remember to plan ahead, stay organised and set alarms to be on time.

ASK QUESTIONS

Don't be afraid to ask questions, whether this be about your role or the wider organisation or industry. Make sure you know who you can go to for help, advice or any concerns you may have, whether this be a manager, mentor or other colleagues.

Asking questions will help you better understand your role and how to do it well and will help you learn and enhance your skills and experience.

As well as this, observe senior members of staff and take note of the way things are done and how best to complete tasks.

And remember, it is all a learning curve.

PURSUE SOMETHING YOU'RE PASSIONATE ABOUT

BE ENTHUSIASTIC

You may be set tasks that don't align with your own areas of interest, but they may still be important for understanding the company or industry and may help to enhance your skill set. Work with a positive attitude and enthusiasm and you may find that you enjoy more elements of the role than you originally thought!