



WESTON
COLLEGE

TRAIN
DEVELOP
PROGRESS

TRAINEESHIPS
@WESTON COLLEGE

TRAINEESHIPS

A traineeship is a course designed for people between the ages of 16 and 24 who want to find a job or apprenticeship but don't have the right skills or experience.

“ I've gained real confidence since doing my traineeship... ”

Why choose a Traineeship?

- Route into apprenticeships
- High-quality work placement
- Industry experience
- Flexibility to suit your needs
- No cost to you
- Confidence building
- Gain transferable skills.

TRAINEESHIPS STEP BY STEP GUIDE

- 1.** You will either be referred to us, or you can apply for a traineeship on www.gov.uk/find-traineeship
- 2.** Your first step with the College, is to attend an initial interview with our Recruitment Advisor. They will carry out an in-depth Information, Advice and Guidance (IAG) session to determine the best route for you to become workplace ready.
- 3.** The first **three** weeks of the Traineeship course involves employability training and work preparation. You will review the ID skills to set targets to support your progression and to gain the skills, knowledge and behaviours you need to make your next step.

You'll study topics such as:
 - Motivation, mindset and target setting
 - Team building and expectations of a workplace
 - Rights and responsibilities
 - Awareness of equality and diversity
 - PREVENT and safeguarding
 - Professional applications: CV writing, cover letters, interview preparation
- 4.** During your course, you will also study functional skills or GCSE English and maths, depending on your prior achievements.
- 5.** From week **four** of your Traineeship, you will start your work placement and be supported within the workplace by an Assessor to train, develop and progress.
- 6.** You will come back into college one day per week for tutorials, English and maths during your work placement block.

Start date: Monday 2nd December

Address: Bristol Training institute, 12 Colston Ave, Bristol BS1 1XH

FOR MORE INFORMATION
OR TO REGISTER YOUR INTEREST
PLEASE **CONTACT US**

TRAINEESHIP COHORTS ARE
RUNNING EVERY MONTH.

www.weston.ac.uk/traineeships
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01934 411 748