



**Events
Apprenticeships**

Overview

What are we doing?

UKEVENTS

UKEVENTS

UKEVENTS (formally BVEP) is the recognised and collective voice of the UK world-leading events industry.

It represents every part of a diverse, creative and dynamic sector across the whole of the UK and champions the economic, societal and transformational value of events.



UKEVENTS PARTNERS



Who's involved?

*Industry / Associations

Caroline Jackson: UKEVENTS

Richard Waddington: EMA

Priya Narain: UKEVENTS

Candice Kass: ABPCO / IEM

Claire Fennelow: EVCOM

Juliet Price: beam

John McEvoy: PSA

Kerrin MacPhie: MIA

Alysha Sargent/Mark

Sandamas: NOEA

Lou Kiwanuka: ESSA

Alden Arnold/Lauren Petchell:
EIA

***Event Apprenticeships Advisory board members**



Who's involved?

*Employers

Jon Cheshire: Azteck

Jonathan Foot: Compass Group UK

Matt Franks: DRPG

Ben Sams: Encore Global

Noreen O'Riordan: Enteclive

Liz Turner: Event & Exhibition Partnership

Chris Parry-Jones: Gallow Glass

Noah Evans-Wicks: KERB

Matt Phipps: MacroArt

Jonathan Sibley: Manchester Metropolitan
University

Angela Walsh: NEC Group

Joe Beardsmore: Phoshpor Tech

Leigh Yeomans: PRG

Marija Erzen: Solutions2

Laura Capell-Abra: Stress Matters

Cris Cicirello: Wasserman / NOEA VP

Matt Coyne: Waves Connects

Anna Green: We Are Broadsword

David Wise: Wise Productions

***Event Apprenticeships Advisory board members**



MISSION

To produce inclusive and accessible apprenticeships that meet the needs of the events industry by delivering skilled and confident people with a desire to succeed and contribute.

01. Priority

Creation of at least 3 more event specific apprenticeships within 3 years

02. Priority

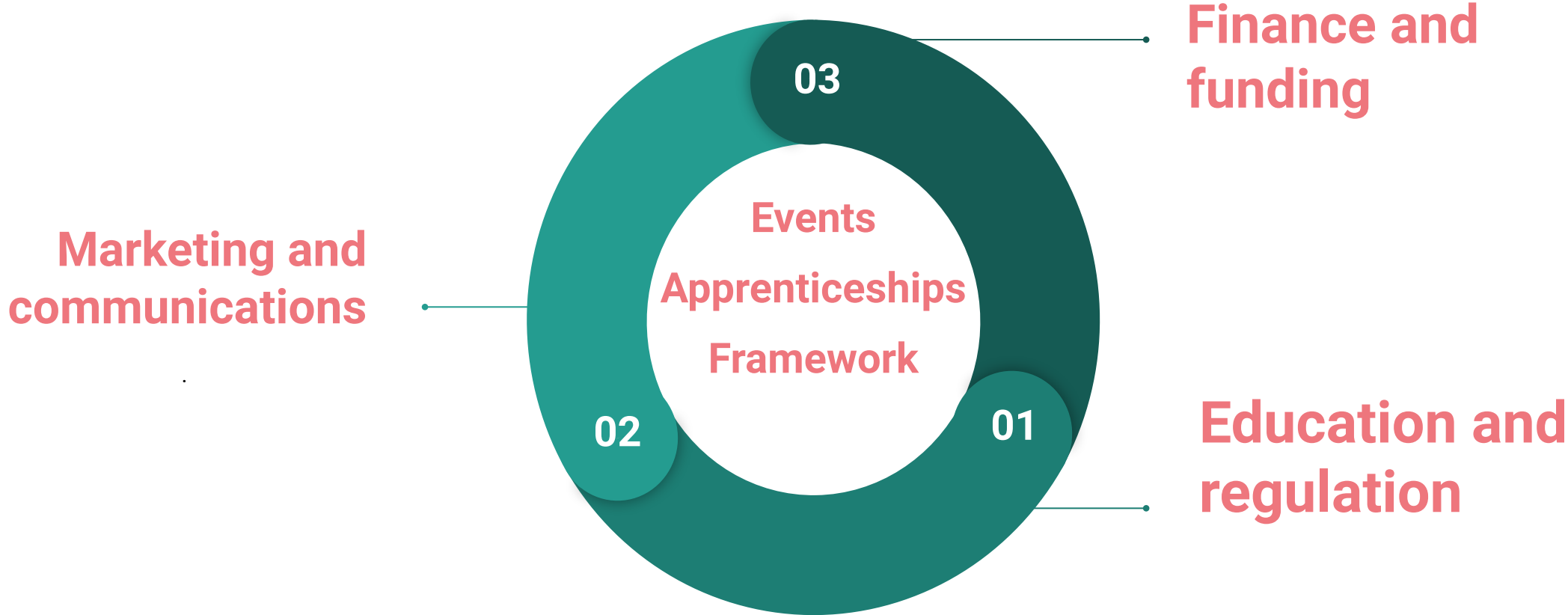
To see at least 5,000 apprentices across event related apprenticeships in 5 years

03. Priority

Self funded scheme with paid management and marketing



Three Key Pillars



IFATE GROUP /
OCCUPATIONAL STANDARDS
ROUTE

EVENTS APPRENTICESHIP
FRAMEWORK

EVENT ASSISTANT (L3)

LIVE EVENT TECHNICIAN /
CREATIVE VENUE TECHNICIAN (L3)

LIVE EVENT RIGGER (L3)

AV EVENT TECHNICIAN (L5)

SALES,
MARKETING,
PROCUREMENT

CREATIVE AND
DESIGN

- CATERING AND HOSPITALITY
- BUSINESS AND ADMINISTRATION



1. Education and Regulation

- Developing a framework of available apprenticeships that offer entry and career progression opportunities across different roles within the events industry.
- Reviewing and developing occupational standards in line with other organisations (e.g. Institute of Event Management) and national education qualification levels.
- Establishing employer-led Trailblazer Groups to work with the Institute For Apprenticeships & Technical Education (IFATE) to review and develop occupational standards, end point assessments and funding bands.
- Ensuring sustainability, diversity, equity and inclusion are integral in all areas of apprenticeship development and provision.
- This will be undertaken in collaboration with employers, industry representatives, training, and assessment providers, IEM, HTSB, IFATE, OfQual etc.

CREATING A ROBUST FRAMEWORK



2. Marketing and Communications

- Creating a 'how to' for the industry to access and find information
- Website development for the industry with resources, links etc
- Using various social media channels - Like, follow and share
- Building out key message to raise awareness of the framework and to keep the conversation going
- Engaging with industry media, partners and educators
- Creating case studies / testimonials
- Addressing the misconceptions and raising awareness of the benefits of event apprenticeships

CHANGING THE NARRATIVE



3. Financial Sustainability

- Cover the costs of creating and running the program, which will be owned and funded by the industry.
- Projected running costs; website, manager, marketing, collateral ranges between £65k-100k per annum (the more we have the more we can do)
- These funds will be raised through the crowdfunding and sponsorship initiatives.

INVESTING IN THE NEXT GENERATION OF TALENT



Recruiting an events apprenticeship

1. THE LEVY

There are two ways to pay for an apprentice:

- NON levy paying
- Levy paying business

Link to the find out about funding an apprenticeship >> [here](https://www.apprenticeships.gov.uk) (apprenticeships.gov.uk)

2. REGISTER

- All apprenticeships are arranged through the apprenticeship service and provide a choice of what apprenticeship fit the relevant job requirement i.e. Events assistant, live event technician etc
- Will need to set up an account.

[How to register and use the apprenticeship service as an employer](https://www.gov.uk/guidance/manage-apprenticeship-funds)
www.gov.uk/guidance/manage-apprenticeship-funds

3. MANAGING YOUR ACCOUNT

- When you have an account, you can then select roles and permissions for the account. When set up you can add Apprentice providers you can also add and manage Apprentices
- You can view how much levy you have available through your account.

Recruiting an events apprenticeship cont...

4. APPRENTICESHIP & PROVIDERS

- Institute for apprentice provide detail of all live Apprenticeship standards.
- Search vocation, postcode and you will get a list of Apprenticeships and the different training providers that can deliver these for you.
- You can choose to work with a further education college or a training provider that is a specialist in their field.

5. HOW TO ADVERTISE

- You can advertise your Apprenticeship vacancies through the government website and can be added by yourself or your training provider. You can also advertise on you own jobs page.
- You can fully recruit yourself or get the provider to support with the recruitment process.

6. PRE-APPRENTICESHIP CHECKS

- All potential apprentices must complete an initial assessment for maths and English.
- Your training provider will fully support with this during the recruitment process.
- This initial assessment will ensure the individual receives any extra support they may need whilst on their Apprenticeship.
- Although, this is currently being challenged.

WHAT NEXT...

APPRENTICE ONBOARDING

01

All apprentices must receive a contract for the minimum of 30 hours. This is inclusive of their off the job hours.

02

An annualised contract works well with Events Apprentices so they can work the hours that fit with business need.

03

An apprentice aged 21 in the first year of their apprenticeship is entitled to a minimum hourly rate of £4.81*

04

An apprentice aged 21 who has completed the first year of their apprenticeship is entitled to a minimum hourly rate of £9.18*

05

All apprentices must have a mentor to support them whilst at work.

06

They will receive a review with their learning coach and their work mentor every 12 weeks.

*recommend minimum living wage guidelines are followed





Events Apprenticeships

FOLLOW US

www.linkedin.com/company/events-apprenticeships

VISIT US

www.eventsapprenticeships.org

CONTACT US

info@eventsapprenticeships.org

UKEVENTS

