

# WEDNESDAY WEEKLY

Your weekly update of the latest Apprenticeships Suffolk vacancies as well as an array of opportunities in and around Suffolk.

## Apprenticeships Suffolk Vacancies:

**NEW**



### Level 3 Information Communications Technician

Exciting opportunity to develop a career in IT. The primary focus of the role will be to provide IT support to an extensive and diverse customer base.



[Click here](#) for further information.

Rendlesham 

**NEW**



### Level 3 Personal Trainer

Designed for individuals who wish to have a full-time career within the fitness industry as a personal trainer / strength and conditioning coach.

Trimley 



[Click here](#) for further information.



### Level 2 Community Activator Coach

Opportunity to work closely with qualified coaches to help deliver Pipers Vale's recreational and development gymnastics program.

Ipswich 



[Click here](#) for further information.



### Level 2 Hairdressing Professional

Opportunity to work closely with experienced stylists to help meet clients needs and become an integral part of the Double Take team

Hadleigh 



[Click here](#) for further information.



CORROSION TECHNOLOGY SERVICES EUROPE LTD  
"The Complete Solution Providers"

### Level 3 Business Administration

Mildenhall

Opportunity to assist the business and work in all office departments to gain experience. You will receive full training from the team and mentoring to reach your goals.

[Click here](#) for further information.



CORROSION TECHNOLOGY SERVICES EUROPE LTD  
"The Complete Solution Providers"

### Level 2 Finance Assistant

Mildenhall

Opportunity to be an integral part of the team responsible for maintaining an efficient and accurate finance function within a business.

[Click here](#) for further information.



### Level 3 Business Administration

Ipswich

Join a small but busy office supporting the teams work in the community with children, young people and families.

[Click here](#) for further information.



If you, or someone you know, is interested in any of the Apprenticeships Suffolk vacancies, please contact: [apprenticeships@suffolk.gov.uk](mailto:apprenticeships@suffolk.gov.uk) to register your interest.

## Feedback



Feedback is really important to us to help identify what is going well and what we can do to improve delivery in order to meet your needs in the future, [click here](#) to leave us feedback or scan the QR code!



Apprenticeships Suffolk Feedback



**This week's spotlight...**

# ***Ipswich Borough Council***

Ipswich Borough Council currently have two apprenticeship opportunities available as a Level 2 Grounds Maintenance Apprentice and a Level 2 Landscapes Apprentice!

They are encouraging applications from anyone who is passionate about the outdoors and love the idea of improving parks and open spaces!

The training for this apprenticeship will be supported by Suffolk Rural College but will take place at the workplace not at the college.

*Click the tiles below for further info & how to apply*



**Level 2 Grounds Maintenance  
Apprentice**

**Ipswich**



**Level 2 Landscapes Apprentice**

**Ipswich**



**Application deadline: 29/02/2024**

**Click here** to visit the GOV website to view more apprenticeship vacancies.

# Draft SEND Strategy:



*Suffolk County Council are changing the way they deliver SEND services and need your help.*

*Please fill in the form below and help shape what they do. Your voice is hugely important!*

**SEND Strategy | Suffolk Local Offer**



**SEND Strategy | Facebook**



**SEND Strategy | X**



**Have your say before 1st March 2024!**

<https://www.suffolklocaloffer.org.uk/news-and-developments/improving-send-in-suffolk/our-send-strategy>

# Suffolk Leaving Care Fundraiser



## DONATE WHAT YOU CAN

SUFFOLK'S LEAVING CARE SERVICE SUPPORTS YOUNG PEOPLE LEAVING THE CARE SYSTEM TRANSITIONING TO INDEPENDANT LIVING.

WE ARE HOLDING A SUMMER BALL TO CELEBRATE THEIR MILESTONES WITH A CHANCE TO DRESS UP, ENJOY MUSIC, AND HAVE AN EXPERIENCE THEY WILL NEVER FORGET!

WE ARE LOOKING FOR THE FOLLOWING:

- SHOES
- PROM DRESSES
- SUITS
- ACCESSORIES
- MONEY TOWARDS EVENT SUPPLIES

MANY DON'T HAVE THE OPPORTUNITY TO GO TO AN EVENT LIKE THIS, OR A PROM, SO WE WOULD BE GRATEFUL FOR ANY DONATIONS, SIMPLY SCAN THE QR CODE HERE! →



INTERESTED IN HOW TO HELP MORE? CONTACT:  
CHARLOTTE.DALE@SUUFOLK.GOV.UK 07712512724  
TASH.WIGHTMAN@SUFFOLK.GOV.UK 07749723645





Suffolk  
New  
College

APPLY  
NOW

# CURRENT VACANCIES



## MEDeQUIP ASSISTIVE TECHNOLOGY LTD

Level 2 Warehouse & Cleaning  
Apprentice

[Click here to find out more](#)



## THESECKFORD FOUNDATION

Level 2 People Team Apprentice

[Click here to find out more](#)



## HARTLEYS GARDEN SERVICES

Level 2 Grounds Maintenance  
Apprentice

[Click here to find out more](#)



## SWEENEYS PIZZERIA

Level 3 Chef De Partie  
Apprentice

[Click here to find out more](#)



## TRUEARK HEALTHCARE

Level 3 Office Admin  
Apprentice

[Click here to find out more](#)



## UNIVERSAL SYSTEMS & CONTROLS

Level 3 Apprenticeship  
Installation Electrician

[Click here to find out more](#)

- Not found what you are looking for today?
- Interested in receiving regular information and updates?
- Please complete this [online form](#) to join the SNC Apprenticeship Support Service.

CONTACT

THE APPRENTICESHIP TEAM  
apprenticeships@suffolk.ac.uk



# YEAR 11 SUPPORT



To start an apprenticeship, you'll need to be:

- 16 or over
- living in England
- not in full-time education

You can apply for an apprenticeship while you're still at school but you'll need to be 16 or over and completed year 11 before you can start the apprenticeship.



## Useful Links & Resources:

[Apprenticeships Suffolk Year 11 Padlet](#)

[Rising High - Suffolk Jobs Direct](#)

[Vacancies for school leavers - Indeed](#)

[Everything you need to know about apprenticeships in Early Years](#)

[Amazing Apprenticeships - Employers](#)

[Find an apprenticeship](#)

[Icanbea CV Builder](#)

[Apprenticeships Suffolk - Links & Downloads](#)

Register your interest with Apprenticeships Suffolk:



*If you are currently in Year 11 and would like to have a further conversation about progressing with an apprenticeship as a post-16 option, please complete our [Participant Referral Form](#) or scan the QR code to register your interest*



# Skills Bootcamp

update:



*“Welcome to 2024! The Skills Bootcamp team would like to start the New Year by announcing we have successfully secured DfE funding for Wave 5 (24/25), which opens the door to approximately another 560 learners gaining access to Skills Bootcamps in the coming year.*

*We are still delivering programmes under Wave 4 and anticipate around 490 learners will complete programmes with outcomes being, gaining employment, new contracts if self-employed or progressing within their organisations to take on more responsibilities.*

*From April 1st 2024, with the New Anglia Local Enterprise Partnership being dissolved, the Skills Bootcamp team will transition across to Suffolk County Council although delivery of Skills Bootcamps will still be delivered across both Norfolk and Suffolk counties. Procurement will take place between January-March with new Skills Bootcamps commencing early April-May.*

*The priority sectors still include: Digital, Construction, Technical Core, HGV plus new sectors bring added including Early Years and Creative Industries. Green skills will now be embedded throughout all sectors.”*

*Current offerings and case studies can be found [here](#) or contact [skills@newanglia.co.uk](mailto:skills@newanglia.co.uk) for further information.*



# Recruit New Talent from East Coast College's Engineering Skills Bootcamp

If you are an employer and would like to learn more about Skills Bootcamps, including potentially interviewing or hiring these skilled learners, please get in touch with us at:

[www.eastcoast.ac.uk/adults/skills-bootcamps](http://www.eastcoast.ac.uk/adults/skills-bootcamps)  
or call us on: 01502 525093



Are you an employer seeking to join a community of like-minded companies to recruit locally and encourage skilled individuals into the local engineering sector?

If so, East Coast College's intensive 11-week Engineering Skills Bootcamps can help you recruit a diverse workforce with the technical skills your business needs. By developing the technical knowledge and hands-on skills needed to start and progress each learner's engineering career, you can source new talent with sector-specific skills to start a new career with you.

The benefits of Skills Bootcamps and how they can help your business include:

- Recruit Workshop Ready Operative
- Get access to talented adults trained in sector-specific skills designed by employers for employers
- Recruit candidates with the right attitude to work
- Grow your business with new talent- Improve your productivity; learners are motivated to learn new skills, provide new ideas and a fresh perspective.

If you would like to learn more about Skills Bootcamps, including potentially interviewing or hiring these skilled learners, [click here](#) to complete an employer enquiry form.

# Unlock your potential



## Find training, support and advice to gain the skills you need for the job you want

### What are Skills Bootcamps?

Skills Bootcamps are part of the Government's Lifetime Skills Guarantee, helping everyone gain skills for life, funded through the Department of Education and are free (to the learner). Driven by employers' needs within our region, the aim is to bridge existing skills gaps and address recruitment needs by providing flexible, intensive training programmes.

### Am I eligible?

Anyone who is 19+ in full-time or part-time employment, self-employed, unemployed, or adults returning to work after a break. Learners who are applying independently can access the Skills Bootcamps – fully funded. If you are unemployed, you will be offered a guaranteed interview with an employer at the end of your programme. For employers looking to up skill their existing staff to take on more responsibilities, a small employer contribution is charged. SMEs 10%, larger employers 250+ staff 30%.

**Skills Bootcamps last from 60 hours up to 16-weeks and have been designed to offer flexible training to work around learners' commitments.**

# What's available...

Sectors	Skills Bootcamps	Level	Wks	Course content and registration links
<b>HGV-Logistics</b>				
ACE	Logistics & Warehousing	2	16	<a href="http://ace-project.org.uk/sbc/">ace-project.org.uk/sbc/</a>
ACE	Logistics Aviation	2	16	<a href="http://ace-project.org.uk/sbc/">ace-project.org.uk/sbc/</a>
<b>Digital</b>				
The Lightbulb	Digital Marketing	3	12	<a href="http://thelightbulbapprenticeships.com/digital-marketing-bootcamp/">thelightbulbapprenticeships.com/digital-marketing-bootcamp/</a>
Netmatters	Web Development	3	16	<a href="http://netmatters.co.uk/skills-bootcamp">netmatters.co.uk/skills-bootcamp</a>
Anicca	Digital Marketing L5 (option to gain DMI)	5	12	<a href="http://anicca.co.uk/free-grant-funded-digital-skills-bootcamps/">anicca.co.uk/free-grant-funded-digital-skills-bootcamps/</a>
Tech Educators	Full Stack Coding Bootcamp L4	4	10	<a href="http://techeducators.co.uk/funded-full-stack-coding-bootcamp-ipswich">techeducators.co.uk/funded-full-stack-coding-bootcamp-ipswich</a> <a href="http://techeducators.co.uk/funded-full-stack-coding-bootcamp-norwich">techeducators.co.uk/funded-full-stack-coding-bootcamp-norwich</a>
<b>Digital – Pathway to Accelerated Apprenticeships (PAA)</b>				
The Lightbulb	Digital Marketer and Content Producer standards (PAA)	3	12	<a href="http://thelightbulbapprenticeships.com/pathway-to-apprenticeship/">thelightbulbapprenticeships.com/pathway-to-apprenticeship/</a>
Cambridge Sparks	Data Analyst (PAA)	4	8	<a href="http://info.cambridgespark.com/norfolk-suffolk-skills-bootcamp-data-analytics">info.cambridgespark.com/norfolk-suffolk-skills-bootcamp-data-analytics</a>
<b>Construction</b>				
The Construction Skills People	Civil Engineering & Groundworks	2	16	<a href="http://constructionskillspeople.com/nalep/">constructionskillspeople.com/nalep/</a>
East Coast College	Civil & Plant	2	14	<a href="http://eastcoast.ac.uk/adult/skills-bootcamps/">eastcoast.ac.uk/adult/skills-bootcamps/</a>
The Construction Skills People	Construction Supervision	3	16	<a href="http://constructionskillspeople.com/skills-bootcamps/">constructionskillspeople.com/skills-bootcamps/</a>
HBXL	Estimating Skills for Construction	3	15	<a href="http://hbxl.co.uk/free-skills-bootcamps-estimating-skills-for-a-thriving-construction-firm/">hbxl.co.uk/free-skills-bootcamps-estimating-skills-for-a-thriving-construction-firm/</a>
HBXL	CAD for Construction	3	15	<a href="http://hbxl.co.uk/free-skills-bootcamps-cad-for-construction/">hbxl.co.uk/free-skills-bootcamps-cad-for-construction/</a>
HBXL	Business management skills for a thriving construction firm	3	15	<a href="http://hbxl.co.uk/free-skills-bootcamps-business-skills-for-a-thriving-construction-firm/">hbxl.co.uk/free-skills-bootcamps-business-skills-for-a-thriving-construction-firm/</a>
<b>Engineering</b>				
East Coast College	Technical Support Operative - Engineer Trades (working with East Coast Manufacturing Group)	3	14	<a href="http://eastcoast.ac.uk/adult/skills-bootcamps/">eastcoast.ac.uk/adult/skills-bootcamps/</a>
<b>Green Skills</b>				
East Coast College	Offshore Wind – Emergency Response	2	4	<a href="http://eastcoast.ac.uk/adult/skills-bootcamps/">eastcoast.ac.uk/adult/skills-bootcamps/</a>
Suffolk New College	Fast Track to Industry: Certificate in Arboriculture	2	12	<a href="http://suffolk.ac.uk/study-with-us/adult-professional/skills-bootcamp/">suffolk.ac.uk/study-with-us/adult-professional/skills-bootcamp/</a>
Suffolk New College	Fast Track to Horticulture: Certificate in Horticulture	2	10	<a href="http://suffolk.ac.uk/study-with-us/adult-professional/skills-bootcamp/">suffolk.ac.uk/study-with-us/adult-professional/skills-bootcamp/</a>
Retrofit Academy	AIM Level 3 Award in Domestic Retrofit Advice combined with AIM L2 Award in Understanding Domestic Retrofit	2 & 3	16	<a href="http://retrofitacademy.org/funded-norfolk-suffolk/">retrofitacademy.org/funded-norfolk-suffolk/</a>
Retrofit Academy	AIM Level 4 Award in Domestic Retrofit Assessment	4	16	<a href="http://retrofitacademy.org/funded-norfolk-suffolk/">retrofitacademy.org/funded-norfolk-suffolk/</a>
Retrofit Academy	Level 5 Diploma in Risk Management and Risk Assessment.	5	16	<a href="http://retrofitacademy.org/funded-norfolk-suffolk/">retrofitacademy.org/funded-norfolk-suffolk/</a>
<b>Health &amp; Social Care</b>				
East Coast College	Inspiring Managers in Healthcare	4	8	<a href="http://eastcoast.ac.uk/adult/skills-bootcamps/">eastcoast.ac.uk/adult/skills-bootcamps/</a>
<b>Leadership &amp; Management</b>				
Turning Factor	Institute of Leadership & Management (ILM)	3	12	<a href="http://turningfactor.com/funding/">turningfactor.com/funding/</a>
Turning Factor	Institute of Leadership & Management (ILM)	5	12	<a href="http://turningfactor.com/funding/">turningfactor.com/funding/</a>

View all programmes and our learners case studies at [Skills Bootcamps - New Anglia](#)  
**Any questions?** Please email [skills@newanglia.co.uk](mailto:skills@newanglia.co.uk)

# Suffolk Training Providers

Below are the Suffolk based Providers that deliver apprenticeship training. Click on the provider logos to visit their website and view their opportunities.



# Apprenticeship opportunities outside of Suffolk



[Click here](#) to visit the Apprenticeships Norfolk website.



[Click here](#) to view Colchester Institute's current opportunities.



[Click here](#) to view Cambridge Regional College's current opportunities.



[Click here](#) to view Apprenticeships New Anglia opportunities.

Click the images below to follow Apprenticeships Norfolk on Social Media



## UNDERSTANDING NUMERACY IN CARE

### Time Management



- Managing a routine
- Organising appointments
- Accuracy for documentation-  
Continuous Care plans/ MAR charts
- Travel time
- Understanding dosage frequencies

### Measurements



- Monitoring service users weight and BMI  
(LBS to KG)
- Thickened fluid (ratios)
- Fluid charts- Input/ Output/ daily totals
- Medication- Liquid measure (ml, L, fl.oz)

### Temperature



- Safe food temperatures
- Adequate room temperature for  
optimum health
- Parameters of healthy body  
temperature

### Nutrition



- Interpreting food labels
- Understanding KCAL/ KJ and sugar  
amounts
- Servings and portion size
- Daily amounts %



*“61% of the UK population do not have the numeracy-specific health literacy skills needed to maintain their health (Rowlands et al.)”*

**If you are a care company within Suffolk and would like to find out how to support your staff with vocational numeracy, or if you are an individual wanting to improve your numeracy skills, please email [Multipliesuffolk@suffolk.gov.uk](mailto:Multipliesuffolk@suffolk.gov.uk)**

# Multiply Suffolk



Multiply Suffolk is here to deliver bespoke coaching, training, and mentoring to support you into learning and employment across Suffolk. Multiply Suffolk will provide opportunities for you to improve your knowledge, understanding and use of maths in daily life: at home, in learning and in work.

## Eligibility Criteria:

- Age 19+
- Live in a Suffolk Postcode area
- Do not hold a Level 2 qualification or above in Numeracy (GCSE or Functional Skills)

## The Multiply Suffolk team can:

- **Support** to engage with education, employment and training
- **Improve** numeracy, money management and budgeting skills
- **Encourage** career progression whilst in or out of employment
- **Promote** independence, choice and wellbeing
- **Empower** you to remove barriers to employment and gain a numeracy qualification



*Multiply Suffolk support individuals with barriers such as English as a second language (ESOL), care leavers, ex-offenders, learning disability/difficulty and autism, poor mental and physical health. We also support those who are employees, employers, volunteers, and self-employed individuals.*

**Register your interest** in finding out more or if you would like to refer into Multiply Suffolk, please contact [multiplysuffolk@suffolk.gov.uk](mailto:multiplysuffolk@suffolk.gov.uk)

To find out more please visit: [Multiply - Learn Suffolk](#)



# LEARN SUFFOLK

*The Adult Learning Service*

## FREE COURSES FOR ADULTS (19Yrs+)

The Suffolk Adult Learning Service is led by Suffolk County Council and provides a wide range of free Health and Wellbeing, Learning in Families, English, maths and English for Speakers of Other Languages courses (up to Level 2 - GCSE equivalent) for adults, 19 years+, in Suffolk.

The service particularly targets those adults who have missed out on previous educational opportunities or who come from groups with the highest levels of need. Many of our learners start from very low educational levels, often overcoming many barriers in order to achieve success.

We are a positive force in our community enabling people to enhance their learning and employment goals!

### Change Your Future

✓ Gain a qualification ✓ Learn a new skill ✓ Improve your career pathway

For more details on the criteria for qualifying for free courses please click here: [Free Courses and Support - Learn Suffolk](#)

To learn more about the Suffolk Adult Learning Service please visit our website: [Learnsuffolk.org](http://learnsuffolk.org) or email us at: [learnsuffolk@suffolk.gov.uk](mailto:learnsuffolk@suffolk.gov.uk)



**Suffolk**  
County Council



Education & Skills  
Funding Agency





# THANK YOU FOR READING!



Click the following logos to find more apprenticeship opportunities:



*Scan or click here to  
view the jobs page:*

