

Frequently Asked Questions about the Local Government Apprentice of the Year 2022 Event

Securing a place

1. What is the entry criteria?

The entry criteria is any new or existing employee currently studying a level 2 or 3 apprenticeship, or an employee who has completed their level 2 or level 3 apprenticeship within the last 12 months (May 2021 – May 2022).

If you fall slightly outside of the 12 month post-qualification period, we may still be able to consider your entry. Please contact emma.grant@eelga.gov.uk to find out more.

2. I meet the entry criteria above, but I do already have a higher-level qualification. Am I still allowed to apply?

Yes! As long as you meet the entry criteria, your entry won't be disqualified because you hold a higher-level qualification.

3. I am an apprentice working in a school; can I attend this event?

Yes! As long as you are studying for a level 2 or level 3 apprenticeship (or have qualified at this level within the last 12 months), we welcome your entry to participate in the day.

4. Are all entries guaranteed a place at the event or is there a selection process?

As long as you meet the entry criteria and your entry fee has been paid in full and on time, then your place on the event will be secured.

5. What are the prizes?

- The overall event **winner** will be awarded **£500** in Love2Shop vouchers
- The **runner up** will receive **£250** of Love2Shop vouchers
- The **winning team** will receive **£30 each** of Love2Shop vouchers

Booking

6. Where is the event taking place?

This is a **national** event and following the success of last year, we are running the event **online** to make it as accessible to as many participants as possible! Participants will be invited to attend a Zoom call and will require access to a computer or laptop, webcam and microphone.

7. What dates do I need to be free for this event?

- Main Event - **Wednesday 25 May 2022** between 08:30 – 16:30
- Awards Ceremony - **Thursday 26 May 2022** between 10:00 – 11:00

Please note, attendees must attend a one hour briefing session for the event on **18 May 2022** (14:00 – 15:00) to learn much more about the day and what to expect, test out the Zoom technology and ask any questions in preparation for the day. This is a great opportunity to meet the team and fellow participants!

8. When do I need to apply by?

The deadline for bookings is **Wednesday 4 May 2022**.

9. How much is this event?

The event fee is £149 per apprentice to contribute towards the costs of running this large-scale national event.

10. How do I book an apprentice on to this event?

You can book online by visiting:

<https://www.eelga.gov.uk/events/national-local-government-apprentice-of-the-year-2022/>

11. Payment

Our standard policy for charged for events is card payment only. This is due to the volume of bookings and the huge administrative resources needed for processing bookings and raising invoices. As a national event, most organisations outside of the East of England region will not be set up on our accounts payment system (requiring new supplier forms in order for invoices to be raised). By automating this process to card payments only, we are able to keep the charged for cost of this event as low as possible. If card payment is going to be an issue and as a last resort, please contact julie.taylor-poole@eelga.gov.uk

Employer Questions

12. What is the commitment for us as an employer?

- We invite each apprentice's line manager to attend the awards ceremony, which starts at 10:00 on Thursday 26 May 2022 and lasts for an hour.
- There is a financial commitment of £149 per apprentice.
- We appreciate that not every Council will have a budget which allows them to register every employed apprentice in their Council who meets the entry criteria and wishes to take part. Therefore, if you have a number of apprentices eligible for entry you may wish to organise an internal fair selection process or assessment criteria to determine who can attend the event on behalf of your Council.

13. Is there a maximum number of apprentices allowed to enter the event per Council?

No, we welcome as many apprentices who meet the entry requirements as you can support to attend. Apprentices from the same employer will be split into different teams on the day to give them the maximum benefit of meeting and networking with new people and developing their team building skills.

14. I'd be interested in supporting this event as a Development Lead - how do you select these?

Earlier in the year we circulated a call to our network for any volunteers who were happy to commit their time as Development Leads to support the delivery of this event.

The number of volunteers we require for the event is dependent on the number of apprentices who book to attend. Therefore, we are continually monitoring the number of bookings, and may require more Development Leads to support the day.

If you are happy to save the dates in your calendar and be put on our reserve list or would like to be considered for future events, please email emma.grant@eelga.gov.uk and Emma will send you further information.

15. Are there any plans to run an event for people studying an apprenticeship higher than level 3?

We want to engage with and support apprentices throughout the public sector and events such as this one, gives apprentices unique opportunities to develop their skills and abilities and recognises their future potential.

We are always open to suggestions for future events. If you have any ideas about what you would like to see offered for apprentices studying at a higher level, we would welcome you to share your suggestions with us by emailing them to emma.grant@eelga.gov.uk.

If you have any other questions about this event which are not covered above, please do not hesitate to contact emma.grant@eelga.gov.uk