



**UNLOCK THE POTENTIAL
OF YOUR WORKFORCE**

GRADUATE APPRENTICESHIPS

BE FUTURE MADE



“ As an employer we gain the benefit of a more knowledgeable, competent and motivated employee who can contribute to the business whilst studying and upskilling. It’s a win-win in terms of benefit to both the employee and employer.

Jackie Archer
Head Of HR, Balfour Beatty.



UNLOCK THE POTENTIAL OF YOUR WORKFORCE

Most, if not all, sectors of the Scottish economy have been hit hard by the pandemic. As the focus turns to economic recovery, companies are beginning to look at ways to make the recovery period as short as possible.

Key areas undoubtedly include making sure that businesses continue to attract new talent *plus* identifying new ways to upskill and reskill existing employees – as cost effectively as possible.

Graduate Apprenticeships are a unique learning initiative creating degree qualified employees with key skills tailored to the needs of your business. They are ideal for both new talent and existing employees.

WHAT ARE GRADUATE APPRENTICESHIPS?

Graduate Apprenticeships (GAs) are aimed at anyone over the age of 16 who lives and works in Scotland. GAs enable employers to develop their workforce to meet the growing demands of business, allowing them to gain degree-level qualifications whilst remaining in paid employment.

The programmes have been created to address skills needs in wide range of growth sectors in the Scottish economy and they have been designed by working hand in hand with industry and employers. And importantly GAs are fully funded, meaning there are no additional fees for the business **OR** the employee (programmes are fully funded for those who meet the eligibility requirements).

THE BENEFITS OF GAS

Research has shown that GAs are proven to deliver tangible business benefits. Here are some of the key ways they can help an employer and the employee:

- **Cost effective** – the learning costs are fully funded meaning there are no additional costs to the employer or the employee. GAs are also an excellent way to recover the Apprenticeship Levy that your company may already be paying
- **Flexible learning** – we're providing learners with the flexibility to attend campus or access learning remotely
- **Boost business performance** – GAs can deliver real business benefits, including increased productivity, talent development and retention, improved service delivery and staff engagement
- **Meet your skills needs** – fill critical skills gaps with new or existing employees working toward a nationally recognised and accredited degree while developing skills tailored to the needs of your business
- **Diversify your workforce** – apprenticeships can support you to recruit and develop a diverse workforce
- **Reduce recruitment costs** – by accessing a new and sustainable talent pipeline of skills for your business
- **Fast-track your talent development** – recruit and develop high-calibre future leaders who are likely to want to remain with the organisation after graduating
- **Work-based learning** – approach ensures practical application in the business environment
- **Support young talent** – provide the first step towards a career in your industry.

HOW IT WORKS

GA is a combination of 80% work-based learning with 20% university learning. Work-based learning is basically agreed activities in the workplace that count towards the degree in terms of learning and assessment. The balance between work and study is about 4 to 1. But, importantly, because the two activities are integrated, the degree can be completed on the same timescale as a traditional undergraduate degree.

We've created additional flexibility for employers and students by making sure that all our programmes will remain accessible remotely. Learners will have the option to attend the campus (depending on any restrictions in place) or to access learning from their workplace or home.

Depending on the Graduate Apprentice's previous skills, qualifications and experience, they may qualify for flexible entry points on to the programme. The immersive nature of the apprenticeships means that candidates are adding value to their companies from day one by bringing academic knowledge back into the workplace.

WHAT GA PROGRAMMES ARE AVAILABLE AT HERIOT-WATT?

We currently offer the following courses:

- BEng (Hons) Engineering Design & Manufacture (Electronic or Mechanical)
- BEng (Hons) Instrumentation Measurement & Control
- BSc (Hons) Construction and the Built Environment
- BEng (Hons) Civil Engineering
- BSc (Hons) Data Science
- BSc (Hons) Software Development
- MA (Hons) IT Management for Business
- MA (Hons) Business Management
- MA (Hons) Business Management: Financial Services

WHY HERIOT-WATT UNIVERSITY?

We are a world-leading university with 5 campuses around the globe, educating leading professionals of tomorrow and generating pioneering research.

Our degrees are highly regarded for their professional relevance and we have an excellent record of preparing students for successful careers with employers like you.

We also offer a number of other added value services related to our GA programmes, including:

- Mentor skills training
- Maths diagnostics

WHAT TO DO NEXT

If you'd like to discuss any aspect of our GA programmes, including hiring a new employee or upskilling an existing employee, you can either:

Visit WWW.HW.AC.UK/GA and complete the Contact Form

OR

Email the team directly on GA@HW.AC.UK

A member of the team will get straight back to you.

WHAT DO EMPLOYERS THINK?

You don't just have to take our word for it. The Skills Development Scotland Employer Survey (2020) demonstrates how highly employers rate the benefits of GAs.

GRADUATE APPRENTICESHIPS

EMPLOYERS

100%

would take on a Graduate Apprentice again in the future



EMPLOYER BENEFITS



87%

“Improved workforce sustainability”



72%

“Filled skills gap”



70%

“Increased retention and loyalty”



65%

“Gained new thinking and ideas”



“ Our industry faces daily challenges, and we need a highly trained and motivated workforce to improve productivity and maintain quality on our projects. The graduate apprenticeship model offers us a way to grow and sustain our business, develop a talented workforce, and prevent future skills gaps.

David Lannigan
Senior Operations Manager, Morgan Sindall.



“ Graduate Apprentices are a key part of our Early Talent strategy at CALA. We’ve seen first-hand through our partnership with Heriot Watt, the value in combining formal study with work-based learning, and how this can help to build the skills and knowledge that businesses like CALA need.

Rod Pearson
Head of People & Organisational Development, CALA Group.

YOUR QUESTIONS ANSWERED

HOW DO I ADVERTISE A GA POSITION?

New GA roles can be advertised on www.apprenticeships.scot. We're happy to help with the wording for the job ad.

Once you have completed your recruitment process you should introduce your candidate to the University, and we will assess their suitability on a case by case basis. You may want to consider asking the university to assess your preferred candidate(s) before you make an offer.

WHAT ARE THE ENTRY REQUIREMENTS?

The exact entry requirements depend on each specific GA programme. Entry qualifications should be at SCQF level 6 or above. Foundation Apprenticeships are accepted in combination with other relevant qualifications. Employees may be able to gain advanced entry to the GA programme, depending on their prior learning, their previous work experience or if they have completed a Modern Apprenticeship (e.g. with HNC/HND qualification).

HOW IS THE GA DELIVERED?

We work with you to ensure that the learning experience of your apprentices develops them into the graduates you need. We will do this through an initial programme design and regular update meetings to ensure that your apprentices meet all of the required outcomes over the 4-year programme.

We help to devise projects and identify your desired outcomes for the mutual benefit of the individual and business while meeting the outcomes of the apprenticeship framework.

HOW CAN I AFFECT THE GA PROGRAMME CONTENT?

Each apprentice has an individual learning agreement (ILA) forming the basis of their learning. The ILA is individual to each apprentice and designed and discussed with both the apprentice and their employer. Formally the ILA is agreed each year but is reviewed quarterly to address any changes due to business requirements.

HOW DOES HERIOT-WATT SUPPORT THE APPRENTICE?

Heriot-Watt provides a Personal Tutor for each apprentice. You should also provide workplace mentors for your apprentices and we will provide training for mentors if required. This may also count towards CPD for your employees. The combination of Personal Tutor and Workplace Mentor provides the majority of the support for your apprentices throughout the programme, although apprentices can also get support from university staff and their colleagues in the workplace throughout.

WHAT IS THE ROLE OF THE EMPLOYER?

Employers participating in the Graduate Apprenticeship programme must:

- consider whether a candidate has a reasonable chance of achieving the selected programme during the selection process – this includes not only the course content but the acquisition of wider graduate attributes. We will help with this
- provide agreed information to support the candidate's application to the degree course
- provide apprentices with suitable opportunities for the type of experience in the workplace that will support their learning and skills acquisition

- provide each apprentice with a nominated mentor who must be readily accessible by the apprentice and to the university
- liaise with the university on the content and practical activities in the apprentice's individual learning and training plan
- provide information that will support the individual apprentice and their assessment

WHICH COMPANIES CAN TAKE ON A GRADUATE APPRENTICE?

There is no restriction on the size of organisation, industry or location (in Scotland).

WHAT IS THE DEADLINE FOR APPLYING?

The deadline for applications is in August, but please apply as soon as possible once you are certain you want to enter the programme, so that we can reserve a place for you.

PARTNER WITH US TODAY

VISIT WWW.HW.AC.UK/GA
EMAIL GA@HW.AC.UK

AND FOLLOW US ON

