

# LEARNING MENTOR

## Apprenticeship

### STUDENT FACTSHEET

### YOUR FUTURE STARTS HERE

Learning Mentors support learners of all ages, and all levels, to develop within a new work role.

#### Key Information

Level	3
Duration	12 months
Entry requirements	- 16 years or over. - Please contact our Apprenticeship team for further entry requirements.
Delivery	A minimum of 30 hours of on the job training at work place per week including a day/ block release to study theory at our Uxbridge/ Hayes/ Harrow campus
Qualifications	Outcomes for this standard must include: - Level 1 Safeguarding Employers may also wish candidates to achieve appropriate additional qualifications in Education and Training including mentorship.
Progression	The LM could progress further within their vocation specialism and/or into roles involving the assessment and coaching of vocational learners. They may also be eligible to progress onto a full teaching role within an education and training provider organisation.
English & maths	Candidates may have achieved maths, English and ICT skills at Level 2 (equivalent to GCSE Grade C or above) prior to commencing their training. Those that have not must achieve this prior to taking the end-point assessment.

#### Choose a Trusted Provider



We are a top provider in London with consistently high success rates



We are the largest college group providers of apprenticeships in west London



We work with major companies including British Airways, Brunel University London & Menzies etc.



Most of our apprentices secure employment at the end of their apprenticeship

Discounted travel with an Apprentice Oyster card

Discounts on shopping with an NUS Apprentice Extra Card

#### Employers involved in creating this standard:

ITCSkills Limited, CETTAcademy, Canterbury University, Youthforce, Babington Group, Halesowen College, Michaeljohn Training, FOAP(T) RNAC – MOD, Derby University, Bedford College, Hull Training and Adult Education, Hull City Council, Bowling College, City and Guilds, Fircroft College of Adult Education.

☎ 01895 853622/ 0208 909 6328  
✉ apprenticeships@hruc.ac.uk  
🌐 www.hruc.ac.uk/apprenticeships  
🐦 @HRUCskills



## HRUC

### Apprenticeships & Skills

Harrow, Richmond & Uxbridge Colleges

## Sample Modules and Content

### Learning Mentor

Mentoring is - and has been for centuries - the foundation of vocational training and apprenticeships, yet this standard is the first formal recognition of this role. Nowadays, mentoring takes place in all parts of the Education and Training Sector (ETS) and staff-development contexts. LMs support learners of all ages, and all levels, to develop within a new work role. These learners may be, for example, apprentices, trainees or new recruits (ranging from young entrants, to new CEOs) in the workplace, or in any vocational learning environment.

LMs will have sector-specific experience and qualifications, as determined by their employer or professional body, which they use to guide and advise those who are less experienced and new to a work role. The LM is therefore a 'dual professional' having both up-to-date knowledge and skills in a specialist vocational or subject area, together with the generic skills necessary to support learners (as potentially a first step towards a secondary role as an education and training professional).

#### The Learning Mentor will be able to:

##### Provide mentoring support

S1 advise, guide and supervise learners to acquire the most benefit from their learning programme

S2 communicate and collaborate effectively and use effective questioning, listening and assertiveness skills

#### The Learning Mentor will understand:

##### Procedures for effective mentoring

K1 effective practice in providing accurate and relevant vocational/pastoral advice and guidance

K2 effective questioning, active-listening and assertiveness techniques

#### Professional behaviours. The Learning Mentor will:

- Promote an ethos of motivation, aspiration and a passion for learning
- Operate at all times to ethical and legal standards and within professional boundaries.

## Frequently Asked Questions

### What is new apprenticeship standard?

Apprenticeships in England are changing. Because of government reforms, a new style of apprenticeships has been designed to meet the needs of employers, learners and providers.

### How will I be assessed?

You will be assessed continually in knowledge, skills and behaviour areas at work. Towards the end of the apprenticeship, employers and providers will 'sign-off' the apprentice as ready for the end-point assessment (EPA).

Signing-off an apprentice indicates the employer and providers believe their knowledge, skills and behaviours are the level required to gain an apprenticeship. This sign-off is called the 'gateway'.

An end-point assessment (EPA) is a collection of assessments that offers confirmation of knowledge, skills and behaviours for a particular role. The EPA must be achieved before an apprenticeship certificate can be issued. The assessment organisation and the assessor must be independent of, and separate from the training provided by the provider and employer.

### Do I already need to have a job to start an apprenticeship?

You should be working a minimum of 30 hours per week in a job. If you are unemployed, view our vacancies to apply for a job:

[www.hruc.ac.uk/apprenticeships](http://www.hruc.ac.uk/apprenticeships)

### Can I start an apprenticeship after Year 11?

Yes, you can! Young people in England must stay in education or training until they turn 18. If you're looking for a different option after Year 11, an apprenticeship could be the answer for you!

### How much does an apprenticeship cost?

There is no cost for you to do an apprenticeship if you are 16 years old or over and you will be paid a wage.

View our vacancies to apply

[www.hruc.ac.uk/apprenticeships](http://www.hruc.ac.uk/apprenticeships)



Already working? Upskill!

Turn your job into an apprenticeship. Call us on **01895 853622 / 0208 909 6328** to get you started.