

Traineeship Programme

A Traineeship Programme is one of the entry-level employment routes you can offer as employer and contribute adding social value to Essex.

What is a Traineeship Programme?

A traineeship is a skills development programme that includes a work placement. It can last from 6 weeks up to 1 year, though most traineeships last for less than 6 months.

Traineeships help 16 to 24-year olds - or 25 year olds with an education, health and care (EHC) plan - get ready for an apprenticeship or job if they don't have the appropriate skills or experience.

This will support young people who would have previously accessed a level 2 apprenticeship that has now been withdrawn e.g. Business Administration. It will provide a steppingstone to them.

It requires a minimum of 70 hours of work experience - but no more than 240 hours for benefit claimants - over the duration of the traineeship (maximum of one year).

At the end of the traineeship you would need to provide an interview for an apprenticeship or job if one is available; or carry out an exit interview with meaningful written feedback if no job is available.

The traineeship is free to ECC, but we may support trainees with expenses such as transport and meals.

Support to employers to deliver Traineeships

Find out organisations who can help you set up a Traineeship Programmes, please contact Essex Adult Community Learning (ACL) Business Development Team at acl.businessdevelopment@essex.gov.uk or [ACL Essex \(Adult Community Learning\)](#)

Traineeship Programme and Social Value

As an employer your organisation can create social value when you employ care leavers. Vendors can include care leaver placements as the social value offer they make when bidding for ECC contracts. The social value measure ECC 17 covers traineeships, specifically measuring the number of weeks spent on meaningful work placements or pre-employment course, 1-6 weeks student placements (unpaid).

