

Frequently Asked Questions

What is the Apprenticeship Community Challenge- Ayrshire?

The Apprenticeship Community Challenge - Ayrshire will run from April until August 2022. Apprentices are asked to come up with a project that will be of benefit to the local community.

This challenge recognises the skills and creativity of Apprentices and allows them to showcase their contribution to the Community. The main objectives of the challenge are:

- To source a suitable challenge.
- To demonstrate the quality of apprentices employed in Ayrshire.
- To demonstrate the high level of training offered by Ayrshire companies/organisations.
- To forge links between local companies and local communities.
- To raise the profile of local companies taking part.
- To highlight the Apprenticeship Family in Ayrshire.
- To encourage more young people to consider an Apprenticeship.
- To encourage more local companies to consider following an Apprenticeship framework.

Apprentices are given from February until August to plan, develop and complete the challenge.

Apprentices are tasked with completing a portfolio to submit to a panel of judges at the end of the project. Apprentices are then invited to a semi-final to present their challenge to a panel of judges and wider audience. Awards winners will be decided and announced at the semi-final and those winners would then be invited, as our guests, to the Ayrshire Business Awards in October for the announcement of the overall winner.

Who can enter the Apprenticeship Community Challenge- Ayrshire?

The awards are open to companies in Ayrshire with 1 or more Apprentices currently following one of the Apprenticeship Family Frameworks - Foundation (FA), Modern (MA) and/or Graduate (GA). The awards are open to individual apprentices or teams of apprentices, depending on the project being undertaken.

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What should the portfolio include?

We ask the portfolio to be split into three sections and follow the **PLAN>DO>REVIEW** structure.

It's important to provide **EVIDENCE** for each section!

Your portfolio should include the following in each section:

- PLAN
 - Explanation of project idea and plans
 - Evidence of apprentices input and decision making – what support will be required?
 - Project objectives – what will show targets have been met?

- DO
 - Overall management of budget & source of budget – who can be approached for funding?
 - Evidence of apprentice Learning & Development including new skills
 - Staffing support – what support was received to help meet targets?
 - Work-diary detailing hours utilised/Time Sheet
 - Photographs of project development

- REVIEW
 - Evidence of impact on the community – what has been achieved?
 - What went well and what didn't go so well?
 - Contact information for Community project, including testimonial from beneficiary.

What will the judging process be?

All teams will be invited to a Semi-Final (September 2022) where they will present on their project to a panel of judges and wider audience. All apprentices will receive a certificate to acknowledge their achievement. The panel of judges will award 3 awards at the semi-final with the final overall winner being announced in October during Ayrshire Business Week.

At the semi-final the apprentices will be asked to give a short presentation providing an overview of their project.

There is an award for the Best Presentation and DYW Ayrshire will be facilitating a free workshop on presentation skills for Apprentices prior to the event. Beneficiaries of the project will also have the opportunity to say a few words during the presentation.

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How do you submit portfolios?

Portfolios should be submitted electronically to Wilson Barrie (wbarrie@ayrshire-chamber.org)
NO LATER THAN 12PM on Friday 26th August 2022.

What are the key dates?

- Registration Deadline - Friday 29th April 2022
- Portfolio Submission Deadline - Friday 26th August 2022
- Presentations Workshop - Thursday 15th September 2022
- Semi Final - Friday 30th September 2022
- Overall Final - Friday 14th October 2022

Budget

Whilst there is no limit to the amount spent by the apprentices/company, the portfolio should evidence where this funding has come from (i.e. have the apprentices raised the money themselves or has the company donated funds/resources). The budget does not form part of the judging process.

Staffing support

There is an expectation that the apprentice(s) will manage the project from inception through to completion on their own however support can be given by other members of staff where deemed necessary. This support should be recorded and noted in the portfolio.

Further judging information.

Judging of entries will be based upon the criteria specified and therefore all entrants should cover all of these points in their submission. Entrants may receive a visit by the DYW team.

Should anyone have any questions on the Apprenticeship Community Challenge- Ayrshire please contact Wilson Barrie (wbarrie@ayrshire-chamber.org)



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