

**DUKERIES COLLEGE,
ADULT & COMMUNITY LEARNING (01623) 860304
OR 'The Learning Station' (01623) 836796**

Website - www.dukeries.notts.sch.uk
Email: adulted@dukeries.notts.sch.uk



These courses are provided in partnership with Nottinghamshire County Council.



Help young people and your organisation

Do you need more staff?



Would you be able to employ a young person aged between 16-18 in one of the following areas?

- ◆ Childcare
 - ◆ Office Skills
 - ◆ Health & Social Care
 - ◆ Motor Vehicle
 - ◆ Construction
- Employing an apprentice is a cost-effective way of making your organisation more efficient at the same time as investing time into a local young person and ensuring they reach a high level of competency and performance.

Our offer is simple. We're looking for local employers to commit to taking young people for a period of 10 months, in real jobs. They will be employed by Futures and during that time will complete a relevant apprenticeship at The Dukeries College, part of which is in an NVQ. You are under no obligation to keep your apprentice, but once they've completed the programme you may just find you want to!

The cost for all this is only £115 + VAT per week (of which the apprentice would get £91.00).
(NB—Construction Industry has additional costs).

For a 40 week period this would total £4,400 + VAT and this is for 35 hours a week!

For further information please ring (01623) 860304 and ask for Alison Bateman

ARE YOU WORKING IN CARE?

We are currently enrolling for the following courses:

Apprenticeships in Health & Social Care
Diploma in Health & Social Care Level 2 and 3

For further information please contact
Jane Lake at The Learning Station

NVQ BUSINESS ADMINISTRATION LEVEL 2 & 3 - ENROLLING NOW!

The award covers all major aspects of working in an office environment. If you are not currently working in an office a work placement will be found for you.

For further information please contact
Jennie Griffiths at The Learning Station

OCR OFFICE SKILLS

Would you like a career in administration? Then join this new course and learn the essentials needed to work in an office. The course will cover customer care, reception skills, letter and report writing and much more!

Starts: Monday 9th January 2012 over 3 1/2 days per week for 24 weeks.

For further information or to enrol please contact The Learning Station Tel: (01623) 836796

INTERESTED IN CHILDCARE AS A CAREER?

We have courses commencing in January:

- ◆ Assessing & Assuring the Quality of Assessment Level 3 & 4 (formerly known as the A1 & V1 Assessors Award)
- ◆ Children & Young People's Workforce Level 2 & 3
- ◆ Supporting Teaching & Learning Level 2 & 3



Call us now for further details and ask for Sam Youd or Diane Lehane