

Upskilling your current staff team.

Do you know a bright spark on your team who would flourish whilst learning some extra skills?

Apprenticeships aren't just for new additions, they can also be used to upskill an existing workforce. This not only helps to develop the quality of a workforce but also helps to motivate employees, reassuring them that their employer values them enough to invest in their development.

You can use apprenticeship training to:

- fill key skill gaps in your business.
- boost employee motivation by investing in their development.
- improve retention.



Read about Harry and Sarah's career journey's who work in our team, and how they have had the opportunity to upskill and develop in their careers by carrying out an apprenticeship.

Harry North - VLA Co-ordinator

I've been with Busy Bees Education and Training since September 2019. I came into my role as a Virtual Learning Co-Ordinator with 5 years previous experience working within e-Learning. I first came into the sector as a Technology Enhanced Learning Apprentice studying a Level 3 in IT & Telecoms advancing to a Level 4 Apprenticeship in IT & Telecoms. Within my current role I have to create bespoke online courses, maintain and improve the VLA (Virtual Learning Academy), and ensure all our customers are happy.



I have recently discovered that I can upskill into management through the Team Leader/Supervisor Level 3 Apprenticeship. Management has always been something that I have wanted to do and this Apprenticeship has let me advance to it. I am now the manager of a Junior Content Writer Apprentice who was hired to help write the online courses that we create and publish to the VLA. I am looking forward to learning more about management through my Apprenticeship.

Sarah Wileman - People and Resources Assistant

I started working with Busy Bees Education and Training back in 2018 with no previous office experience, looking for a new adventure. When I first joined the Team, I was a Learning and Development Apprentice Administrator, looking after the basic office tasks and assisting bookings and spreadsheets for the CPD Team. This was alongside working towards my Level 2 in Business Administration which I completed in 12 months. Amongst completing this qualification and gaining further experience, I decided to continue gaining knowledge in this field and signed up for my Level 3 in Business Administration.

When I took this qualification on, I moved up further in the team to Short Course Administrator where I took on more responsibility and supported the First Aid Team alongside CPD. I have learnt a lot from my apprenticeships and real life experience whilst working in the office which has allowed me to grow and gain confidence. In the Summer last year, I made the big move to a new department within Busy Bees Education and Training and currently work as a People and Resources Assistant, opening a new career path within the HR sector. Upon completing my Level 3 Business Administration within the next few months, this move has opened up the opportunity to work towards a CIPD qualification.

