



# SKILLS SUPPORT AND RETRAINING FOR EMPLOYMENT

**SUPPORTING SKILLS DEVELOPMENT AND EMPLOYMENT**

Part financed by the European Social Fund



## **WORK SMARTER, NOT HARDER, WITH US**

Staffordshire Partnership for Employment & Skills is a partnership of FE Colleges, Private Providers and Universities, working with the Staffordshire Chambers of Commerce to offer joined up skills and recruitment solutions to help employers.

Each provider has a dedicated team of Business Advisors who can take you through a series of steps to understand and fulfil your business training and development needs.

### **FREE Organisational Needs Analysis**

This service is carried out by your local training provider and will help you understand and plan the training and development needs of your business in the coming years. Through ESF funding, this service is provided FREE to businesses of up to 249 employees. Incorporated within this, a training needs analysis for individual staff can be included to give each one a roadmap detailing the training they would benefit from to help your business reach its potential.



## Training Services

From the analysis of your needs, your training provider will then be able to recommend for you the training and development options available and develop specific training solutions to help meet those needs, thus saving you valuable time.

Low-cost or no-cost training and development solutions, benefitting from ESF Skills Support and Retraining project funding, to meet your identified needs can include:

- Work-based vocational qualifications such as NVQs, where trained assessors work with your staff in the workplace
- Short courses to meet specific requirements such as sales training, customer service or manual handling
- Recruitment of new and additional staff, for which some providers offer a FREE recruitment service
- Apprenticeship programmes in your sector
- Statutory training such as First Aid, Health and Safety and Food Safety
- Units and modules from larger qualifications
- Professional qualifications including university-level courses, to help your staff gain the skills essential to their job
- Seminars or workshops with groups of employees
- The development of bespoke training packages or new qualifications specific to your business or industry

## One-Stop-Shop

For most businesses your training provider will be able to provide a one-stop-shop service:

- **Organisational and training needs analysis**
- **Flexible training and development, as listed overleaf**
- **Recruitment of Apprentices and seasonal staff**

All this can save you both time and money in developing your business through government and ESF funding, where available.

### CONTACT US TODAY

To book your FREE Organisational Needs Analysis, or for more information please contact your local training provider or contact SPES

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