**Lincolnshire Apprenticeship Champion Awards 2022 \***

**Lincolnshire Apprentice Champion 2022**

The Lincolnshire Apprenticeship Champion Awards for 2022 seek to acknowledge and celebrate the efforts and commitment of apprentices, apprenticeship training providers and employers who are dedicated to the development of their staff and employees who live in Lincolnshire.

The Apprenticeship Champion Winners will demonstrate commitment to overcoming barriers, excellence in skills development and be able to clearly evidence their drive to support success and growth in what has been a challenging year.

Applicants who are shortlisted for the awards will be invited to the award ceremony which will take place at **4-6PM** on **Thursday 19 May 2022** at **The Showroom, Tritton Road, Lincoln, LN6 7QY**. We will ensure all applicants receive a response to their application, even if they do not make it to the shortlisting stage. All nominated candidates will receive a Highly Commended Certificate to acknowledge their achievements.

ELIGIBILITY

To be eligible for consideration, nominees must be an apprentice that has been on programme for at least 6 months, or completed their Apprenticeship during 2021. Nominees should be employed or live within Lincolnshire.

GUIDANCE

Please read the supporting guidance notes when completing the nomination form.

SUBMITTING NOMINATION FORMS

All nomination forms need to be completed in the template supplied, electronically signed by the relevant parties, and returned by email to [**Place\_LearningTeam@lincolnshire.gov.uk**](mailto:Place_LearningTeam@lincolnshire.gov.uk) by midnight on **31 March 2022.**

**Due to the current requirements to work from home we are unable to accept postal entries.**

\* Sponsored by Lincolnshire County Council, Lincolnshire Public Service Compact and the Greater Lincolnshire Local Enterprise Partnership

**Lincolnshire Apprentice Champion 2022 – Nomination Form**

**Please note this application should only be filled in by an employer or training provider. Please ensure the apprentice has been on programme for more than 6 months or who completed their apprenticeship over the course of 2021.**

**Section One – Background Information**

NOMINATOR DETAILS

|  |  |
| --- | --- |
| **Your Name** |  |
| **Training Provider or Employer** | Training Provider Employer |
| **Name of your Organisation** |  |
| **Contact Telephone Number** |  |
| **Email Address** |  |

APPRENTICE DETAILS

|  |  |
| --- | --- |
| **Apprentice Name** |  |
| **Address** |  |
| **Postcode** |  |
| **Contact Telephone Number** |  |
| **Email Address** |  |
| **Name of Employer Organisation** |  |
| **Employer Address** |  |
| **Name of Apprenticeship Training Provider (if different to above)** |  |
| **Name and Level of Apprenticeship Standard being Undertaken / Completed** |  |
| **Apprenticeship Start Date (Month/Year)** |  |
| **Predicted/Actual End Date (Month/Year)** |  |

**Section Two – Application**

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| 1. **The Apprentice’s Journey (50%)**   *In this section, we would like to hear about how the apprentice has developed and progressed based on their starting point* |
| 1. **Please tell us about the apprentice’s starting point.** *You could include information on prior qualification, experience and any barriers that they experience e.g. care leaver, disability or health condition, caring responsibilities etc.*  **(Max 250 words)** |
|  |
| 1. **Describe how the apprentice has developed during their apprenticeship and their contribution to the business.** *You could include information on skills and knowledge that have been development, how the apprentice has addressed any challenges that they have faced and their performance at work* **(Max 450 words)** |
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| 1. **Please outline the impact the apprentice has had on the organisation (30%)**   *You may want to describe the impact their apprenticeship has had on the organisation, including quantifiable outputs such as productivity/income, either through direct or support activity* **(Max 350 words)** |
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| 1. **Tell us why you think the apprentice should be named Apprentice Champion 2021? (20%)**   *Please outline any specific qualities, achievements, contributions that the apprentice has made that have exceeded your expectations* **(Max 250 words)** |
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**Section Three - Declaration**

I, **[INSERT FULL NAME]**, on behalf of **[INSERT EMPLOYER/TRAINING PROVIDER NAME]** wish for **[INSERT APPRENTICE NAME]** to be considered for the Lincolnshire Apprentice Champion 2022 Award.

1. I confirm the apprentice is aware of this nomination and has consented to be involved
2. I confirm that the name and organisation details provided in the application are accurate and can be used exactly as they appear on this form on all awards and event communication materials should my application be successful
3. I agree to take part in all publicity concerning the Awards should my application be successful.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature** |  | **Date** |  |
| **Print Name** |  | **Position** |  |

Privacy Statement

Lincolnshire County Council, Adult Skills and Family Learning Service are collecting your information in order to facilitate the adjudication of the Apprentice Champion Awards and in the organisation of the final awards event. Your information is only shared with third parties where necessary and where the law allows it. We shall only keep your information for as long as is necessary. For further information on how we handle your information please see our Privacy Notice: <https://www.lincolnshire.gov.uk/directory-record/66491/celebration-and-registration-services>

**Thank you for taking the time to complete the application for the Apprentice Champion of the Year 2022 Award. We look forward to receiving your submission and will be in touch once shortlisting has been completed.**