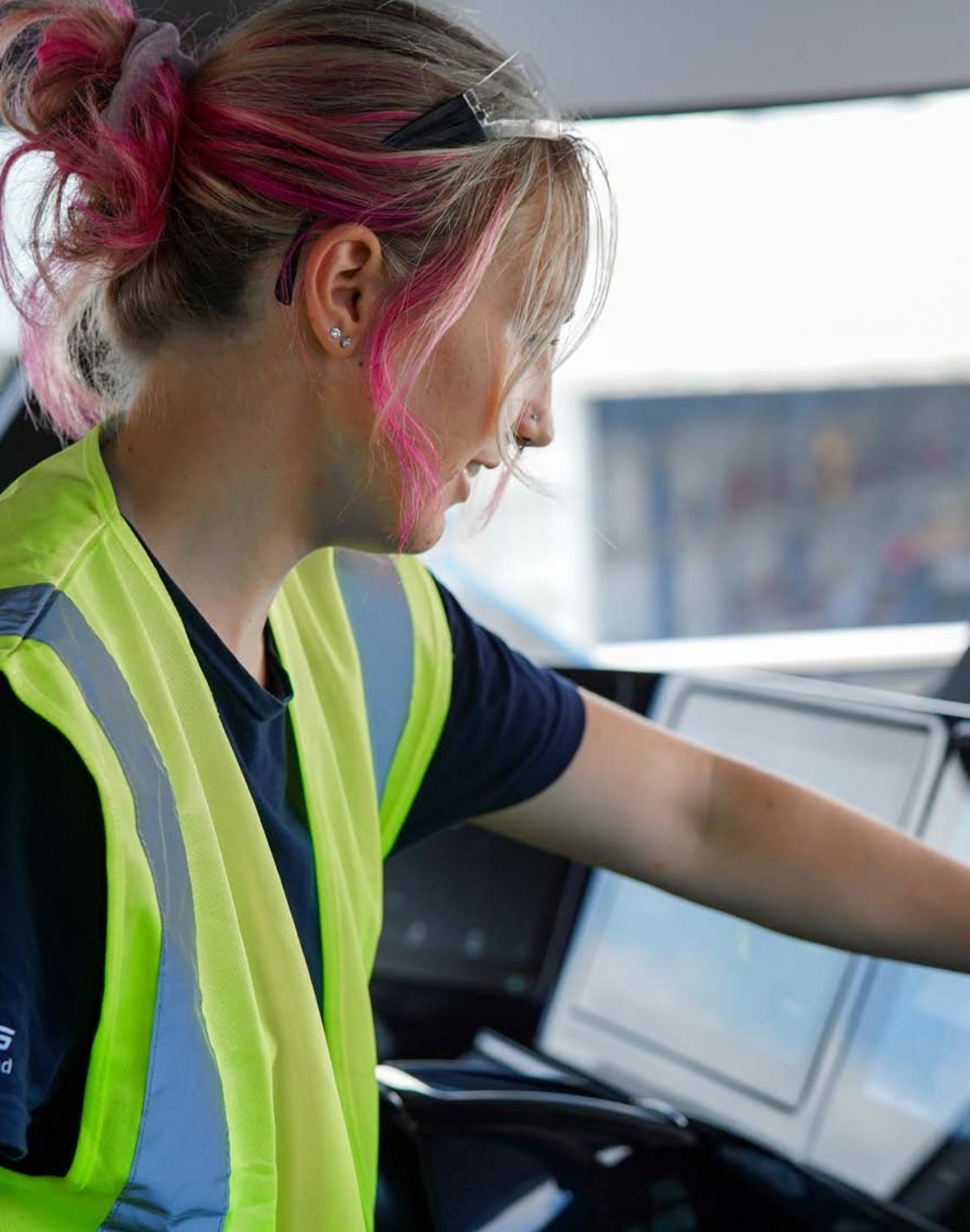


HOW TO LEVERAGE UK SKILLS SYSTEMS

Toolkit for Employers

Produced by the UK Shipbuilding Skills Taskforce





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The purpose of this toolkit

The UK Shipbuilding Skills Taskforce (UKSST) was set up in July 2022 to consider how to address the skills ambitions set out in the National Shipbuilding Strategy Refresh. Key objectives for our work as a Taskforce were to leverage skills funding opportunities to their full potential, increase promotion of shipbuilding careers, and ensure the industry is fit for the future.

In our work we discovered that there are a range of programmes that can help our sector to attract and train more skilled people, but awareness, particularly among SME employers, is a barrier to uptake. We also found that teachers, careers advisers and current students all need to know more about the positive career opportunities in shipbuilding, which requires proactive action from industry. We know that it can be hard to know where to start, particularly for SME employers, so we want to help the sector to increase its outreach in education and use of free training programmes that can help fill skills gaps.



This toolkit aims to help shipbuilding employers access government-funded training and career promotion programmes, to maximise our sector's share of public investment in skills and support you to collaborate with education.

Pledge your commitment

Shipbuilding organisations across the UK are committing to collaborative industry/educator partnerships to solve skills shortages. **Pledge your commitment to developing skills to show government, educators and the next generation of workers that shipbuilding will work in partnership to sustain and grow our industry**, in support of the National Shipbuilding Strategy Refresh.

As an employer I pledge to:

1. Promote shipbuilding as a vibrant and inclusive industry
2. Optimise our shipbuilding skills by leveraging and enhancing the existing skills system
3. Champion shipbuilding skills and ensure the industry is fit for the future

This set of pledges can be used in conjunction with this toolkit to facilitate collaborative work with educators.

HOW CAN I PROMOTE SHIPBUILDING CAREERS TO HELP MY BUSINESS ACCESS HOME GROWN TALENT?



CONTACT YOUR LOCAL SCHOOL, COLLEGE OR UNIVERSITY TO OFFER:

A stall at any upcoming careers fairs.

Work experience placements.

Industry visits, including apprenticeship tasters, to students.

Delivery of assemblies to students.

Mentoring to help students secure a shipbuilding apprenticeship.

Promotional material for parents and students on the sector and career pathways at your business.

Sponsorship to help disadvantaged students experience the STEM industry.

Create a club or a project for local schools, colleges or local universities.

Host 'Teacher Encounter' days to help teachers and careers leads to understand more about the sector.

To become an informal STEM ambassador.

Advice and guidance to curriculum development to ensure relevant employability skills are embedded in curriculum planning. By working with educators you could help them to develop lessons or activities with relevant and practical careers content or skills.

GET INVOLVED WITH...

Become a [STEM Ambassador](#) with [STEM Learning](#) or [Maritime UK](#). This may involve speaking to groups of students, supporting careers fairs or assisting teaching a STEM lesson.

Engage with wider shipbuilding and Maritime opportunities for instance supporting the [Maritime UK's Roadshow for Girls in 2023](#) to inspire more young women into shipbuilding by getting involved in STEM activities

Visit [Neon Futures](#), an organisation bringing the STEM curriculum to life through real-world engineering, for inspiration on how to run a shipbuilding workshop or to contribute a case study or careers resource

CASE STUDIES

MARITIME UK ROADSHOW FOR GIRLS

Maritime UK launched its 'Maritime Roadshow for Girls' in 2023 to help inspire girls to think about the sector when considering their future careers. The roadshows have a strong focus on Science, Technology, Engineering and Maths (STEM) with the aim to increase participation, confidence and contribution in STEM subjects in school, enhance the understanding and awareness of Maritime STEM careers with students, empower young women to make informed career choices, assess the long-term impact on the girls taking part, and to assist increasing gender representation in the maritime sector. The programme was previously delivered by the 1851 Trust. The series saw 1400 girls from 90 schools taking part, an impressive 70% of whom said that they felt inspired to think differently about their future career choices.

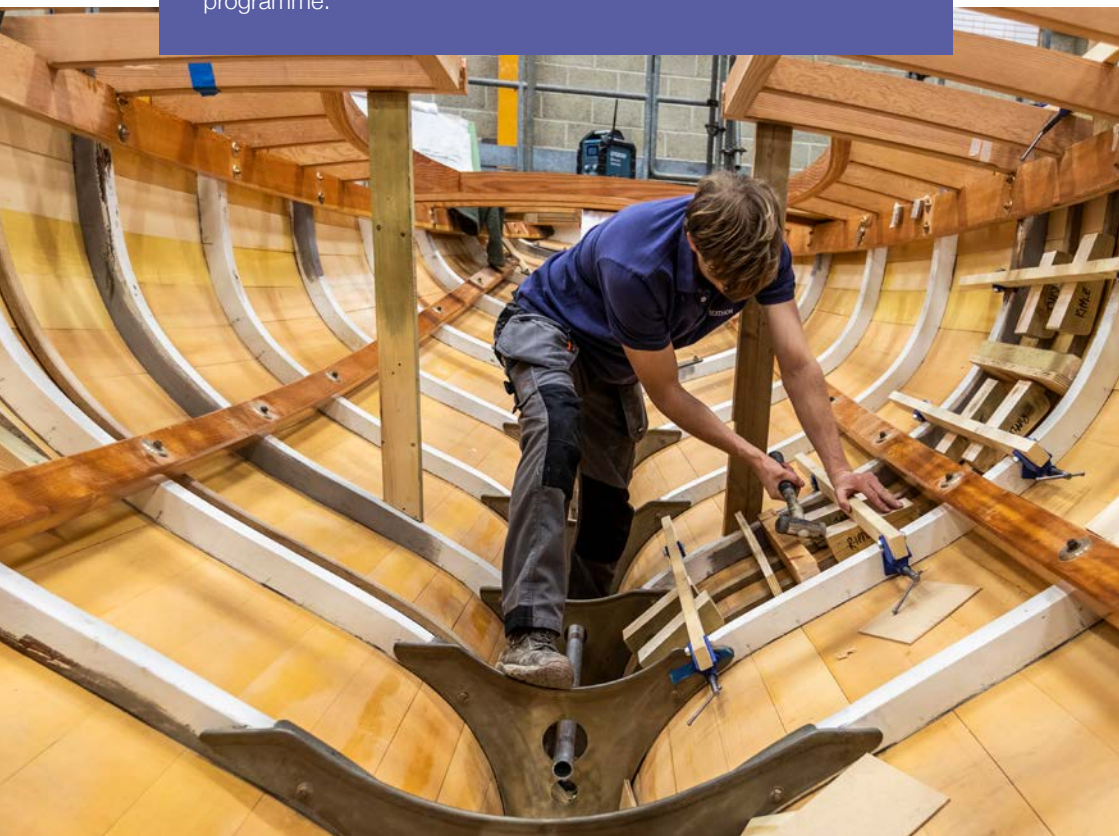
COWES COLLEGE CURRICULUM

Cowes Enterprise College (an 11-18 school) on the Isle of Wight works closely with local SMEs to deliver a career-based maritime curriculum entitled 'Maritime Futures'. Local boatbuilding employers from SMEs form an 'advisory group' to support and guide planning through: sharing expertise; advising on curriculum content; providing technical guidance and upskilling teachers. SMEs also work directly with students, for example by joining Design and Technology lessons to support students making prototype boats, delivering talks and hosting visits.

This partnership has benefited both the school and industry; students respond positively to a relevant and practical curriculum and industry benefits because some students become interested in boatbuilding as a career.

BERTHON BOAT COMPANY LTD

Berthon works closely with a number of local schools and colleges to raise awareness of the shipbuilding enterprise and to inspire the next generation to join the industry. Berthon has Careers Enterprise Advisors at two schools who provide advice and guidance to the careers lead and senior leadership teams on routes into long term, well paid sustainable careers. Berthon offers work experience placements, attends careers fairs, runs STEM days, and offers site visits. Berthon apprentices go back into their schools and deliver assemblies to inspire students to follow them into the industry. Additionally, Berthon apprentices carrying out their Duke of Edinburgh Gold awards volunteer in the local community. Investing in all of this activity has raised the awareness and profile of the company, and generates applications for its apprenticeships programme.



There are also free, funded careers initiatives in each UK nation that you can get involved with, summarised in these tables.

ENGLAND

The **Careers and Enterprise Company (CEC)** primarily delivers careers advice in schools. Through the CEC you can

- Become a **Cornerstone Employer**: As part of this network you will be able to inspire and influence young people to join shipbuilding and build your future talent pipeline.
- Become an **Enterprise Advisor**: Partner with a local secondary school or college and use your skills, business experience and networks to help them develop a strong careers programme that supports all students.

Local Enterprise Partnerships (LEPs) are responsible for local economic development. Join your local LEP to find out what career promotion support they can offer.

The **National Careers Service** provides careers advice to adults and includes a range of resources on different jobs. The content team regularly researches and updates content and welcomes updates from industry to ensure content is accurate and up to date.

The **Apprenticeships Support and Knowledge programme** is dedicated to promoting technical and vocational career pathways and helps employers promote opportunities in schools.

The **Apprenticeships Ambassador Network** is a network of current and former employers of apprentices, who support a variety of activities that seek to inspire and inform future apprentices in their career choices.



NORTHERN IRELAND

Careers Education Information and Guidance (CEIAG) is a statutory part of the Northern Ireland Curriculum in schools and is covered in the Learning for Life and Work area of learning. Careers teachers work in partnership with the Department for the Economy's (DfE) Careers Service. DfE careers advisors provide professional advice and guidance at key transition points.

Employers in Northern Ireland should engage with the Department for the Economy's Careers Service's Careers Occupational Information Unit (COIU) which provides emerging, localised, up to date careers messaging across a range of key sectors. This work involves engagement with key strategic partners and draws upon statistical information provided by economists. Importantly, this work provides a vehicle for the sector itself to set out key messages on industry needs. All digital bulletins are available to schools, students, parents, careers advisers and citizens.

SCOTLAND

[Skills Development Scotland \(SDS\)](#) delivers Scotland's careers advice in schools, in centres and online. The organisation has careers advisers based in every state secondary school in Scotland, including additional support need (ASN) schools. SDS is committed to working with employers to strengthen awareness of shipbuilding and the opportunities it presents, so employers in Scotland should make full use of the service to engage with potential recruits in their local communities.

Employers can also utilise [Marketplace](#), an online SDS platform to connect businesses with education. It has been developed with Scotland's Developing Young Workforce Network, enabling employers to make offers of skills sessions, inspiration events and career insights. Teachers can draw down these requests to meet curriculum and pupil needs. Employers can locate their regional Developing Young Workforce group [here](#).

WALES

[Careers Wales](#) provides a range of free services to employers in Wales:

- The service is supported by Business Engagement Advisers to help employers explore ways they can support local schools and learners.
- It includes an [Education Business Partnership](#) that provides opportunities for pupils, their teachers, and often parents, to meet and interact with employers. Its School Valued Partner Initiative gives recognition to employers who support individual schools through Careers Wales employer engagement activities.

[Working Wales](#) provides personalised expert careers advice and employment support. It is a free service available to anyone aged 16 and over living in Wales.





How can I overcome barriers I face to working with education providers to fill my skills gaps?

Often SMEs have fewer resources to engage with the education sector and may be overlooked. This can be solved by linking small local businesses together to ensure a larger impact – local enterprise partnerships (LEPs) in England are excellent at fulfilling this role.

SMEs are faced with an aging workforce and succession planning is becoming increasingly important. There is a large training and resource commitment to take on apprentices for SMEs which can lead to apprehension. We find there is less of a skills shortage in communities where there is a large enterprise. To combat this, medium businesses can pair with smaller ones to engage with education and run apprenticeships collaboratively, or training providers can offer extra support.

What can I do, no matter where I am in the UK?

- **Apprenticeships**, from entry to degree and Masters level, are available across the country. Apprenticeships allow people to earn while they learn by having a paid job and spending a portion of time undertaking vocational training at a college or university.
 - **Find out more** about apprenticeships in [England](#) / [Wales](#) / [Scotland](#) / [Northern Ireland](#)
 - **Flexible apprenticeships** (in England, which are being [used by the construction sector](#) already) and [shared apprenticeships](#) (in Wales) can also help businesses who can't take on apprentices for the full duration of their course to host an apprentice for a shorter placement.
 - **Training providers and fellow businesses** who are experienced at offering apprenticeships can help you navigate the system.
- **Work experience** has [been shown](#) to have a positive impact on employability skills, motivation in education, career decision-making and knowledge of the workplace. It can include:
 - **Shadowing:** providing a chance to watch someone doing a job for a day or a few days.
 - **Internships:** paid periods of work experience lasting around 2 to 3 months in the summer. They're usually aimed at undergraduates and recent graduates. There are some opportunities for school leavers.
 - **Placement year:** a paid year in the workplace as part of a higher education course. Allows undergraduates to gain insights into your business and apply their skills. Offering placement years can help employers raise a positive business profile and access skilled staff.
- **Insight events:** usually organised by companies or careers organisations. You spend a day or a few days finding out about a specific sector. This may include networking, career presentations and hands-on activities. Employers could offer volunteering placements too.

- **Train the trainer:** Course content can struggle to keep up with rapidly evolving industry practice. Shipbuilders can ensure the right skills are taught by:
 - o Influencing continuous professional development by hosting “Back to the Floor” days for college and university teachers.
 - o Offering staff as guest lecturers in colleges and universities.
- **Apply to sit on the advisory board of a local university:** members provide an external perspective on course development, research and future employability. They are responsible for making sure that universities’ offerings are relevant and of high quality, providing a valuable link to the workplace.
- **Social value in government contracts:** If bidding for an eligible government contract with social value requirements, businesses might consider including commitments that grow the skills and capability of the workforce as part of its offer. Actions listed in this toolkit can provide a starting point.

CASE STUDY

JONATHON BROWN – UNIVERSITY AND SCHOOL PLACEMENT OPPORTUNITIES

I had the opportunity to attend a weeklong residential course on naval architecture and marine engineering with the Smallpiece Trust, offered through my secondary school. During the week, we worked on a project to build a model of a container ship, were exposed to principles of naval architecture and visited BAE Systems. During university, I completed an industrial placement every summer. From the first year, working in oil and gas, to my final placement in commercial marine and defence, these placements provided the opportunity to experience a wide spectrum of the industry along with supporting my development as a young engineer.

These opportunities to be involved in hands on, site-based work was extremely exciting and greatly influenced me when choosing to enter shipbuilding.



Funded programmes in each UK nation

We know that shipbuilding skills needs look different in different parts of the UK. In the UK, education is a devolved matter, which means that each nation has control over how its skills system is managed. The different skills infrastructures in each nation and region do create additional challenges for national employers which is why we have tailored the toolkit to each of the four nations by way of acknowledgement of this current challenge.

Despite differences, all four nations are focussed on responding to employer needs, enabling access to good jobs, and increasing the supply of STEM skills.

ENGLAND		
Classroom-based learning	<u>T Levels</u>	<p>T Levels are a new qualification for students aged 16-19 who have finished their GCSEs. They are broadly equivalent to 3 A Levels and have been designed by employers to help young people develop the knowledge, attitude and practical skills they need to thrive in the workplace.</p> <p>T Levels include a 9-week <u>work placement</u> with an employer. Explore offering T Level work placements to help build your talent pipeline.</p>
	<u>Higher Technical Qualifications</u>	Level 4 and 5 qualifications developed by or for employers from age 18 and over including HNC, HND, foundation degrees and higher education diplomas.
	<u>Vocational Technical Qualifications</u>	Designed to help get the skills needed to start a career or go on to higher levels of education. VTQs focus on a specific job or a broad employment area. Usually taken at a school or college and range from Levels 1 to 7.
	<u>Marine Technology Education Consortium</u>	A consortium of three leading UK universities (Newcastle University, University of Southampton, and UCL) recognised for excellence in marine technology education and research. The consortium offers flexible postgraduate training, designed for graduates working in the marine industry.
Work-based learning	<u>Skills Bootcamps</u>	<p>Skills Bootcamps are free, flexible courses of up to 16 weeks, giving people the opportunity to build up sector-specific skills, with an offer of a job interview with an employer on completion.</p> <p>There are now more than 1000 Skills Bootcamps available across the country, offering training in digital, technical (including engineering and manufacturing), construction, logistics (HGV driving), and skills that support the green economy (including heat pump engineer and electric vehicle maintenance and repair and zero carbon construction).</p>
Training the trainer	<u>Taking Teaching Further</u>	A programme that supports further education (FE) providers to recruit and provide early career support to those with relevant knowledge and industry experience to retrain as FE teachers. This is a Train the Trainer program that is about training new and inexperienced instructors.
Shaping course content	<u>Institute for Apprenticeships and Technical Education (IfATE)</u>	<p>Known as IfATE, the organisation works with employers to develop, approve, review and revise apprenticeships and technical qualifications. IfATE owns the occupational standards (descriptions of occupations containing the profile and the knowledge, skills and behaviours required to do the job) that underpin apprenticeships, T Levels and Higher Technical Qualifications. IfATE has produced 15 occupational maps, which visually demonstrate where technical education can lead, to help employers and individuals understand routes for progression and how occupations at different levels link together.</p> <p>Employers can join trailblazer groups, which select the content of apprenticeships, or route panels, which are responsible for ensuring apprenticeship standards and T Level qualifications are high quality and meet the needs of employers, apprentices, students and the economy.</p>
	<u>Institutes of Technology</u>	<p>IoTs are a place-based collaboration between universities, FE providers and employers across England, designed to ensure that provision responds to local employer need. They primarily provide higher technical education, with a focus on STEM subjects. They can be used for upskilling and reskilling, as well as starting a career.</p> <p>Shipbuilding is a highly regionalised sector, with a particular need for STEM skills. The IoT network is a new initiative that has high potential to benefit our sector.</p>
Other resources	<u>The Education Landscape</u>	This website can help employers find out which training programmes might work for their business.

NORTHERN IRELAND		
Classroom-based learning	<u>Assured Skills</u>	A pre-employment training programme that helps individuals gain the skills they need to compete for guaranteed job vacancies. Academies are delivered by local FE and HE institutions and provide industry-focused training to equip participants with transferable skills sought by companies. The Academy model is designed to be a short, sharp, versatile intervention which will provide the participants with up-to-date, industry relevant skills that are transferable across many sectors.
Work-based learning	<u>NI Traineeships</u>	FE college-delivered NI Traineeships help those who are not yet in employment to gain knowledge and skills at Level 2 to prepare them for employment in various occupational areas.
	<u>Skills for Life and Work</u>	Entry Level/Level 1 training programme available to young people aged 16-17 not in education or full-time employment, who wish to develop their skills and get ready for work. Programme eligibility is extended for participants with a disability or who are from an "in care" background. It delivers a portfolio of personal development, employability and essential skills, alongside professional and technical training in various occupational areas as chosen by the participant (including construction and engineering). Learning takes place both in the classroom and in work-based employer settings.
	<u>Skills Focus</u>	Providing tailored skills provision to small-to-medium enterprises (SMEs with fewer than 250 employees). The programme, which is delivered across Northern Ireland by the six Further Education colleges, aims to meet business needs by increasing the skill levels and employability of the existing workforce to level 2 and above, up to and including level 7 (equivalent to master's degree level).
	<u>InnovateUs</u>	InnovateUs is fully funded to help small businesses (with fewer than 50 employees) gain the skills they need to engage in innovation activities. Founded on the collaborative working between Further Education colleges and local small businesses, InnovateUs establishes relationships through which businesses can avail of college expertise and facilities, whilst also allowing colleges to better understand industry needs and thus inform curriculum developments. The programme provides up to 60 hours of tailored training, either in the workplace or at the college, to develop new products, processes, or services. Businesses can then progress to further innovation to help their growth and development.
Shaping course content	<u>Sectoral Partnerships</u>	Employer-led bodies which work to ensure that the content of traineeships and apprenticeships in Northern Ireland meet current and future industry needs and ensure that pathway progression routes are available. There are 15 Sectoral Partnerships in place across a wide range of sectors including Advanced Manufacturing & Engineering, The Built Environment and ICT.
	<u>FE College Curriculum Hubs</u>	There are seven Curriculum Hubs in key occupational areas (Engineering & Advanced Manufacturing, Digital IT, Construction, Health & Social Care, Life Sciences, Hospitality & Tourism and Entrepreneurship), focussed on priority skills and growth sectors of employment. Hubs develop Hub Action Plans that ensure the curriculum delivered is high-quality, consistent, current and responsive to the needs and demands of each industrial area. The Hub provides the secretariat for the Sectoral Partnerships and in so doing engages with employers to inform curriculum solutions.
Employer support	<u>Invest NI</u>	Invest NI provides employer support both in terms of assistance to the wider NI business base and through tailored, strategic support to its account managed customers. Support includes a mix of both financial and non-financial, as follows: <ul style="list-style-type: none"> • Leadership training and mentoring to support businesses develop their strategic leadership capacity; • Skills support to boost productivity by improving employee and manager skills; • Skills development opportunities for businesses; and • Workshops on Training Needs Analysis to help employers identify targeted training to increase productivity and workforce skills.

SCOTLAND		
Classroom-based learning	Colleges in Scotland	There is a coherent Regional Network of Colleges, structured by design to align with employers and schools and providing learning pathways through to employment and higher education. The sector is also supported by Independent Training Organisations and Group Training Associations. Whilst current levels of engagement and investment by key employers has been strong this needs to increase and extend across key supply chains and in the regional clusters that exist. You can find Regional College links here .
	Tertiary education	Scotland has a rich provision of skills provision within its Tertiary Education Sector, providing Naval Architecture, Ocean and Marine Engineering. Scotland is working with employers to increase awareness and connectivity to these world class facilities and learning resources.
Work-based learning	Foundation Apprenticeships and National Progression Awards	Foundation Apprenticeships and National Progression Awards are creating stronger Vocational Pathways from the Senior Phase in School in partnership with Colleges, Local Authorities and Employers. Current activity with a focus on Fabrication and Welding has highlighted the positive career prospects and enabled a much stronger performance on Equality and Diversity measures.
	Individual Training Accounts	Individual Training Accounts offer small grant support to help individuals upskill and improve job prospects.
Shaping course content	Technical Expert Groups	Technical Expert Groups work to refresh and update qualifications, including apprenticeships in the Engineering and Manufacturing sector.
Employer support	Skills for Growth	Skills Development Scotland delivers the Skills for Growth service, helping employers to develop progressive Workforce Development plans aligned to business objectives and follows up through Account Managed Relationships to assist with fulfilment of the plans. You can access further information here .
	Career Transition Model	The Career Transition Model is a bespoke service that has been developed with industry, the skills agencies and regional colleges to increase the number of mature career changers, and has supported the delivery of successful collaboration such as Babcock International's Production Support Operative.
Advanced Manufacturing	National Manufacturing Institute Scotland	Employers seeking help to enhance production methods, adopt new processes and implement new manufacturing techniques, can contact National Manufacturing Institute Scotland and access support from its Manufacturing Skills Academy.

WALES		
Work-based learning	<u>Personal Learning Accounts</u>	Personal Learning Accounts provide flexible courses and qualifications in priority areas to individuals already in employment to allow them to reskill and upskill. PLAs focus on sectors that are growing and where there is currently a need for people with these skills; the energy, engineering and manufacturing sectors have been prioritised. They are designed to be flexible and work around people's life and commitments the goal is that at the end of the course or courses there will be well-paid job vacancies available to apply for.
	<u>The Flexible Skills Programme</u>	The Flexible Skills Programme provides financial support to employers towards upskilling staff including addressing skills gaps in the engineering and manufacturing sectors.
	<u>Junior Apprenticeships</u>	The Junior Apprenticeships Programme is a two-year programme which has been developed to offer Year 10 and Y11 learners (aged 14-16) the opportunity to gain a Level 2 qualification alongside hands-on work experience. It enables learners to become employable with the skills to progress onto a higher-level vocational course or apprenticeship at the age of 16. The programme supports learners to undertake GCSEs in Maths and English or First Language Welsh whilst studying for a Level 2 qualification in a range of vocational pathways.
Shaping course content	<u>The Curriculum for Wales</u>	The Curriculum for Wales and the integral skills which supports it set high expectations to ensure every school learner gains a broad and balanced education including the skills preparing learners for careers and work. The Curriculum for Wales places important emphasis on a wide range of learning experiences which businesses are well placed to support. It also encourages and empowers schools to work closely with a range of partners including businesses and employers. Careers and Work-Related experiences are a cross-cutting theme of the Curriculum for Wales for learners aged 3 to 16.
Employer support	<u>Business Wales</u>	Business Wales provides free independent advice to employers, including employability and skills support, to enable employers to recruit new apprentices as well as develop the skills of their current workforce to meet business needs.

<https://www.gov.uk/government/groups/uk-shipbuilding-skills-taskforce-uksst>

