APPRENTICESHIPS AND TRAINEESHIPS

For employers

North Regional TAFE (NRT) is a leader in training apprentices and trainees within Western Australia. Hosting the largest number of apprentices and trainees within the Pilbara and Kimberley regions, NRT is equipped and experienced in helping businesses and industry achieve their bottom line through expanding the horizons of the region’s youth.

The Australian Government provides access to a range of financial incentives for eligible employers of apprentices and/or trainees, particularly in areas of recognised skills shortages. With many of the skills shortage occupations within the Pilbara and Kimberley regions, NRT can guide you through the process of employing an apprentice or trainee.

What are apprenticeships/traineeships?
Apprenticeships and traineeships combine paid work and structured training in order to complete a nationally recognised qualification including:
• Paid employment under an appropriate industrial arrangement
• Structured on-the-job training
• Can be full-time, part-time or school based
• Involves a training plan negotiated between the student, their employer and NRT
• Recognition of Prior Learning (RPL) can be used as part of the assessment for completion of the apprenticeship/traineeship

Difference between an apprenticeship and traineeship?
Apprentices are trained in a skilled trade. Once successfully completed, apprentices become a qualified tradesperson in areas such as; automotive mechanics, carpentry & joinery or commercial cookery (chef). Apprenticeships generally take three to four years to complete (depending on qualification).

Trainees are trained in vocational areas. Once successfully completed, a trainee will receive a qualification in their chosen vocational area such as; business administration, agriculture or childcare. Traineeships generally take between nine months to two years (depending on qualification).
What's in it for your business?
North Regional TAFE offers flexible apprenticeship and traineeship courses to fit in with your business needs. As an established training provider, we know the trends, demands, challenges and opportunities of the Kimberley and Pilbara regions.

We specialise in training which provides your apprentice or trainee with a solid knowledge base and work readiness skills. This may be done on-campus, online, on-the-job, or a combination of all these delivery methods.

Your employee’s apprenticeship or traineeship will be developed in consultation with you, the employer. This approach features more flexible options, backed by extra support services.

Benefits of training through NRT:
• Step by step advice on employing an apprentice/trainee
• Control over the recruitment process
• Experienced and skilled trainers across the region
• Use of modern training facilities and up to date technology across trades
• Flexible training arrangements

How to employ an apprentice or trainee:
You can employ an apprentice/trainee directly or become a host employer through a group training organisation. The GTO employs the apprentice or trainee and hosts them to suitable businesses. GTOs offer a range of support to your business such as; ongoing mentoring, pre-employment programs, hiring and placement of candidates.

GTOs are also helpful if you cannot guarantee work for the full term of the apprenticeship or traineeship, or you do not want the additional administrative workload. An employer can recruit an apprentice or trainee in the same fashion as you would recruit other employees.

The Australian Government provides employers with financial incentives to employ apprentices/trainees including school based apprentices, adult apprentices and out of contract apprentices. The State Government also provides payroll tax exemptions for employers of apprentices and trainees.

Apprenticeship or traineeship employees may include:
• Students through school based apprenticeships/traineeships
• School leavers
• Mature workers wanting to start a new career or upskill
• Existing workers with skills but not qualified

How to sign up an apprentice or trainee:
When signing up an apprentice or trainee, your first step is to contact an Australian Apprenticeship Support Network (AASN) provider to arrange completion and lodgement of the training contract, a legal document between the employer and their apprentice/ trainee.

The AASN provider helps employers navigate the apprenticeship and traineeship process. Once you have chosen your AASN provider, they will lodge the completed contract with the Department of Training and Workforce Development’s (DTWD) Apprenticeship Office.

North Regional TAFE will be notified once processed and you will be contacted to negotiate training plans and training delivery.