

Everything
you need to know



The Guide

To Apprenticeships

Wales

Love Every Moment


**Mitchells
& Butlers**
Serving with pride, since 1898

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Welcome to 'The Guide'

This is your go-to guide for all things Mitchells & Butlers Apprenticeships, delivered in partnership with Lifetime Training.

Who Are Lifetime Training?

Lifetime are one of the UK's leading vocational training providers. Mitchells & Butlers have partnered with Lifetime Training, to recruit new Apprentices into M&B as well as offering current M&B employees the opportunity to develop via a range of Hospitality Apprenticeships.

Mitchells & Butlers Apprenticeships

Mitchells & Butlers provide work based training and development programmes known as Apprenticeships. They are designed to help give your team the Knowledge, Skills and Behaviours to progress in their role.

Our qualifications are equivalent to a course studied at college or university, so whether you're a Team Member or General Manager, there is a programme designed to develop your career, enhance your skills and there is **NO** cut in pay.

The apprenticeships are perfectly matched to roles at Mitchells & Butlers offering a great opportunity for all teams, both Back and Front of House, to work towards an Apprenticeship Standard; a transferable and nationally recognised certificate.

[Click here](#)



Award Winning Apprenticeship Programme

- Rate my apprentices 3rd in top 100 2020
- NAS Macro Employer of the Year
- NAS Rising Star Award (Joseph Buck)
- School Leaver Awards Apprentice of the Year and School Leaver of the Year
- CIPD Awards Overall Winner and Best Talent Management Program
- Princess Royal Training Award Accreditation
- NITA 2020 Best Training Program
- HR Excellence Best Talent Management Strategy for Apprentice Strategy



Throughout each apprenticeship, learners can expect:

- Ⓢ A mixture of face to face and visits every 4 - 6 weeks
- Ⓢ 24-hour access to course learning materials for distance learning
- Ⓢ On-line assessments and workshops
- Ⓢ Reviews every 12 weeks with Learner, Lifetime Trainer and Line Manager
- Ⓢ Feedback sessions to discuss progress
- Ⓢ For the programme to take between 12-15 months to complete
- Ⓢ Workbooks and resources to support individual study and project work
- Ⓢ Practical assessments and observation throughout the programme
- Ⓢ Obtain Essential skills in Literacy and Numeracy'
- Ⓢ Apprenticeship framework accredited by the Credit and Qualifications Framework for Wales (CQFW)

Your learning journey will follow these simple steps HOW, WHO, WHAT and WHEN

How?	Individual Learning Plan Diagnostic Assessments (Maths, English & Learning Skills)	<ul style="list-style-type: none"> Ⓢ Face-toface training sessions Ⓢ Workbooks Ⓢ Online resources Ⓢ Questioning 	<ul style="list-style-type: none"> Ⓢ Learner statements Ⓢ 24 hour electronic access to course content and learning Ⓢ Online multiple choice assessment
Who?	Lifetime Trainer → Quality Improvement Trainer → Learning Support Team → Lifetime Mentors		
What?	Diagnose → Teach → Practice → Apply → Improve → Grow		
When?	Day 1 → Months 12+		

Benefits of apprenticeships at Mitchells & Butlers



Each apprenticeship is **relevant to your job role** at Mitchells & Butlers, with training that helps you improve your knowledge and skills.



Mitchells & Butlers apprenticeships are **nationally recognised** qualifications.



Apprenticeships are **fully funded** by Mitchells & Butlers, so you can earn while you learn.



Apprenticeships from level 2 to level 7 offering you **clear career progression** opportunities.

Hear from our apprentices

"The best parts of my apprenticeship is bringing all the information I have learnt in my independent learning into my job role and seeing the satisfaction on guests faces when I provide a professional service every shift I work. The support I receive for my apprenticeship is brilliant, every member of staff has helped me along the way to make me the confident and friendly person I present myself as at work."

- Apprentice at Brown Cow in Whitkirk.

"The apprenticeship has been a great learning experience, from the remote calls to extra Maths and English classes. It has been brilliant refreshing the training that I have already received and also learning more in depth about key parts to the business I work in. The apprenticeship has been instrumental in giving me the knowledge and confidence to start looking at what my future goals are. My trainer is absolutely fantastic, always thinking of ways to get the most out of the sessions. I have really enjoyed partaking in this apprenticeship."

- Apprentice at Fox and Roman in York.

Whatever questions you have, we're here to help!

Email: mandb@lifetimetraining.co.uk

Phone: **0845123 8518**

Web: www.mandbapprenticeships.co.uk

Apprenticeships Available

(Wales)



Click on course title to jump to the factsheet

Front of House



② Hospitality Food and Beverage Service Level 2

② Hospitality Supervision and Leadership Level 3



Back of House



② Hospitality Kitchen Services Level 2

② Hospitality Food Production and Cooking Level 2

② Hospitality Supervision and Leadership Level 3



Management development

② Hospitality Manager Level 4



Nomination Process

To start an M&B Apprenticeship, you must:



Not be enrolled in any form of education



Work a minimum of 16 hours per week



Have lived in the EU/UK for 3 years



Not have an active disciplinary



Have worked for M&B for over 4 months

Nomination Process



Look at the Apprenticeships we have available and discuss with your Line Manager



To nominate yourself or a team member click below

M&B landing page



One of Lifetime Training's dedicated Course Advisors will assess your eligibility within 48 hours



If eligible, your nomination will be sent to Mitchells & Butlers L&D Team for approval*



We expect the learner to complete within 12-15 months



GM, apprentice and Lifetime Learning Coach to complete progress reviews every 12 weeks, to confirm new knowledge, skills and behaviors, and plan future training needs



Following enrollment you will have face to face/digital visits with your Lifetime Learning Coach every 4-6 weeks. Visits should be conducted within your working week.

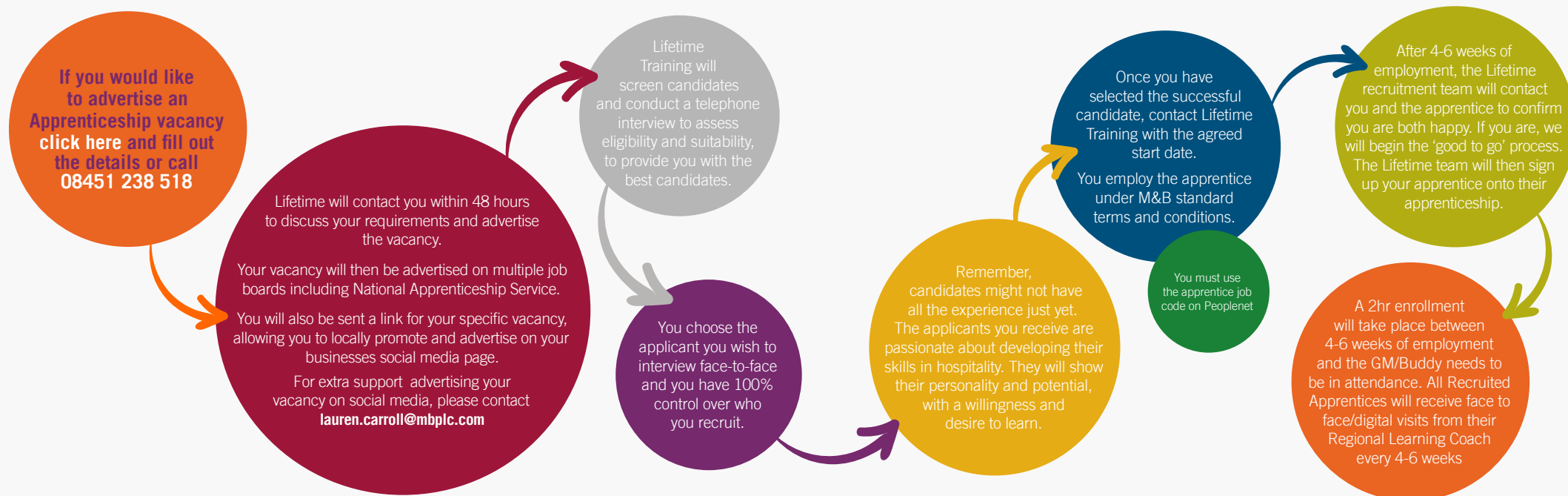


Once the suitable apprenticeship has been agreed, you will confirm an enrollment date within 30 days to get you started**

*NB this nomination is not guaranteed, Lifetime Training need to gain sign off from Mitchells & Butlers

Apprentice Recruitment Service

Lifetime Training supports the recruitment of Apprentices from advert to appointment, then continue to support the learning process.



To take on an apprentice you **must**:



Have 30 hours per week available



Put the new recruit on the appropriate apprentice specific job code

After recruiting an apprentice, you will be eligible for a £500 training bursary to help bring them up to speed. To be eligible, you must be giving the apprentice 30 hours per week and have added them to the correct job role. You will then be automatically credited the £500.

What if things **go wrong**?

Don't panic! We have a great team to help and support you if something doesn't quite go to plan.

Are you having trouble with recruitment? Is your apprentice falling behind and you're not sure how to help? Are you struggling to contact your Lifetime Learning Coach?

Don't be afraid to get in touch.

Contact our dedicated Apprenticeship Coordinator Loraine Hughes, who will be able to answer your query or direct you to the best person to help!

✉ loraine.hughes@mbplc.com

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