

## TOMORROW'S TALENT

### ENTRANT GUIDELINES



Llywodraeth Cymru  
Welsh Government

An opportunity for employers to nominate current apprentices who have demonstrated significant personal progress and positive tangible impact on organisational performance.

Entries should demonstrate:

- Proven commitment by an apprentice to continued personal development.
- An apprentice who has contributed significantly to the business and provided added value.
- An apprentice who has demonstrated a high level of skills and/or has contributed significantly to the sector within which they work.
- The “distance travelled” by the apprentice to succeed in their chosen field.

To be eligible for the Tomorrow's Talent Award, the nominated apprentice must be currently undertaking a Welsh Government funded apprenticeship at any level.

**Section 1:** Learner's details – to be completed by the employer.

How long they have been employed?

The full title of the Apprenticeship Framework.

Their expected completion Date.

**Section 2:** Employer's details – to be completed by the employer.

**Section 3:** Apprenticeships – to be completed by the employer.

The purpose of this section is for you, as the employer, to provide key information in terms of organisational size, type of business/activity and where the apprentice fits within your organisation structure. Please tell us about:

- How many apprentices do you currently employ in your organisation?
- How long has your Apprenticeship programme been running?
- How many apprentices have you recruited over the last 5 years?
- Which Apprenticeship frameworks are currently delivered within your organisation?

**(Maximum 300 words) \***

**Section 4:** Tomorrow's Talent – to be completed by the employer.

**Q1. Please tell us about your rationale for hiring the apprentice you are nominating for this award. It is important to describe their role in the organisation and provide an indication of the personal contribution of the apprentice to the team objectives (if appropriate) and performance. (up to 450 words)**

You should consider including information on:

- The business/organisational need you identified that would be met by recruiting the apprentice.
- Clarification of how the Apprenticeship programme is linked to your organisational/business objectives.
- Your expected outcomes for the Apprenticeship programme i.e. what would success look like?

**Q2. Please tell us about why you believe the apprentice's achievements are 'above the norm'. This may be to do with their performance levels in the current role, the way they have progressed through apprentice levels or moved on to further training. (up to 450 words)**

Examples of helpful specific information include:

- Ways in which the apprentice has grown/developed since recruitment.
- How the individual has exceeded your expectations.
- Examples of how the apprentice has been proactive in taking ownership of personal development are particularly helpful (i.e. above and beyond responding to opportunities you have provided).

**Q3. Please tell us why you believe the apprentice is an exemplar of Tomorrow's Talent. This might include information about the apprentices' competence, motivation and indicators of exceptional performance. Provide examples of how the apprentice's successes have helped not only the apprentice but your organisation. (up to 450 words)**

It is helpful to the Judges if you can include information on the following:

- How the apprentice's achievements have had direct (or indirect) benefit to the organisation, and how these impact on organisational/business performance.
- Tangible outcomes that have been achieved as a result of the apprentice's contribution – for example business growth, increased sales and/or profitability, more efficient ways of working, better staff morale.
- Where the apprentice has demonstrated noteworthy examples of leadership skills, entrepreneurial activities or other examples of dedication to the organisation.

**Section 5:** Learning provider endorsement – to be completed by the learning provider.

**Q4. Why, from the observations, should this entry be considered for Tomorrow's Talent category? (up to 250 words)**

It is helpful to include tangible information/examples to support your endorsement. This might include:

- information on how the apprentice has developed and contributed to delivering the employer's organisational aims and objectives,
- examples of providing added value to other work colleagues e.g. through mentoring, individual support, peer training.

**Section 6:** Declaration – to be completed by the apprentice.

**Q5 Declaration**

The learner named in this application wishes to be considered for the Tomorrow's Talent Award, and confirms that the details given in this application are accurate.

In entering for the Tomorrow's Talent Award, I agree to take part in any publicity concerning the Apprenticeship Awards Cymru including, but not limited to, photos, filming and the development of case studies. I understand that as part of the publicity of the Apprenticeship Awards Cymru, press releases will be made before, during and after the event. Furthermore, if selected as a Finalist, and for some reason I am unable to attend the Awards Ceremony, I will ensure that a representative will attend on my behalf.

I agree to the declaration

Yes

No

If you are shortlisted as a finalist, there may be some publicity in the media around your entry. Please confirm one of the following:

I am 18 or over and happy to consent to publicity around my entry

I am under 18 and have consent to be involved in publicity around my entry from my parent/guardian

**Privacy**

All entries will be treated in the strictest confidence. Information provided will only be used by the Welsh Government and the National Training Federation for Wales (NTfW) to promote Welsh Government's Apprenticeship Programme and wider Skills

and Employability Programmes. Entries and supporting information cannot be returned.