



# Get Ahead in Digital Transformation

**GROW coaching to start Tech and Digital careers**



**The Development**  
*Manager Ltd.*



**West Midlands**  
Combined Authority

# What is the programme

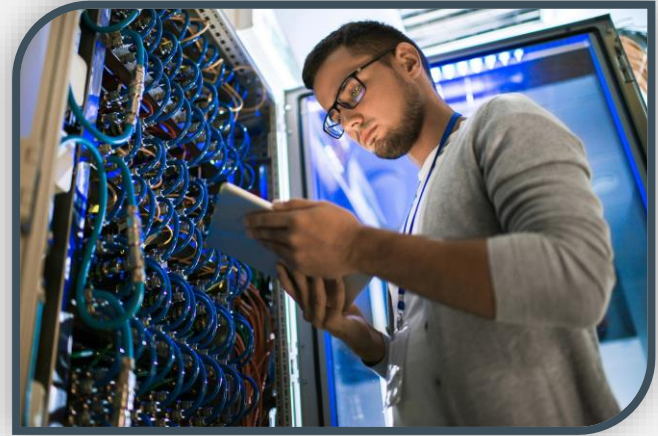
Get Ahead in Digital Transformation is a 6 week programme, funded by the West Midlands Combined Authority of GROW coaching and tech and digital training to support recruits start their tech and digital careers by winning an Apprenticeship opportunity with an employer.

The supports:

- WMCA residents to start their careers in a vital sector to the region and the country
- Long term career options, access to higher salaries and social mobility across the WMCA region
- Local organisations to increase the capacity and capability of their workforce to help drive their growth

GROW stands for **Goal, Reality, Option** and **Way Forward**. This Coaching Programme will support learners to identify local organisations they want to be apprenticed to, research the skills required by those organisations, create an ePortfolio page and use this to demonstrate showcase their skills and how they can support those employers when apprenticed to them.

The Tech and Digital training elements of the programme are drawn from a range **City and Guilds** Units.



# City & Guilds Unit Options

All learners must complete 1 C&G unit but can chose to do more. These must all be completed within the 6 weeks of the program.

C&G Unit	Credit & Level	Unit Title	Date
001	9 @ L2	Customer Support for IT Professionals	05/01/2022
390	8 @ L3	IT Consulting	19/01/2022
388	5 @ L3	Creative Problem Solving	12/01/2022
624, 002	9 @ L2 6@ L2	Network Fundamentals Network Principles	01/02/2022
011	6 @ L2	Principles of ICT Systems and Data Security	21/01/2022
033	10 @ L3	Software Design Fundamentals	03/02/2022
097	5 @ L2	Website Software	27/01/2022 16/02/2022
232	6 @ L2	ICT Systems Monitoring and Operation	15/02/2022

# WMCA - GAI DT GROW Program for Recruits (6 weeks)

Each learner will undergo an Orientation Session before commencing the program



1 day -  
Recruit GROW  
Workshop

1 day -  
Recruit GROW  
Workshop

1 day -  
Recruit GROW  
Workshop

1 day -  
Recruit GROW  
Workshop

1 day -  
Recruit GROW  
Workshop

Submit all  
assignments and  
ensure pass grade



All learners **must complete 1 C&G unit** but can chose to do more.  
These must all be completed **within the 6 weeks** of the program.

**\*\* Recruit outcome - New Apprenticeship with TDM at current employer**

**One or more City & Guilds Units must be completed (see slide 4)**

**Program must be finished by the 31st March 2022\*\***

Mandatory  
City & Guilds Unit

Additional / optional  
City & Guilds Unit

Why not build a  
City & Guilds Award

New job outcome  
with TDM  
Apprenticeship

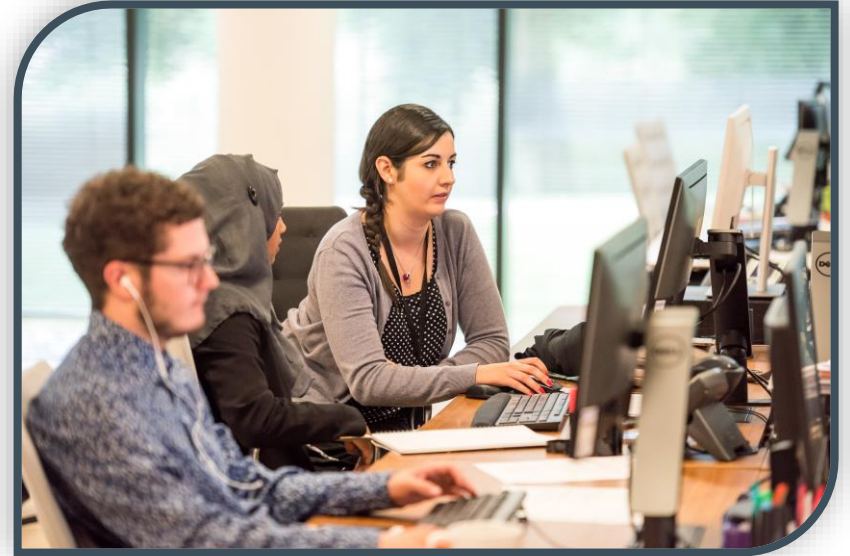


## Recruits:

The workshops will run regularly and each learner can attend up to 5 workshops

Create an Individual plan in the ePortfolio to include:-

1. What employers to research and approach. (3 per workshop)
2. Research what skills these employers require, and plan how the learner will upskill
3. Evidence in an ePortfolio the research and upskilling in the ePortfolio
4. Create a page per employer, so link can be shared with this employer to spark interest and give best chance to secure vacancy
5. Demonstrate in the ePortfolio what skills, knowledge and behaviour the learner has gained in this program



# Why not build a City & Guilds Award?

12  
credits

Level 2 Award in ICT  
Systems & Principles

- Unit 011 - Principles of ICT Systems & Data Security
- Unit 232 - ICT Systems Monitoring & Operation

12  
Credits

Level 2 Award in ICT  
Systems & Principles

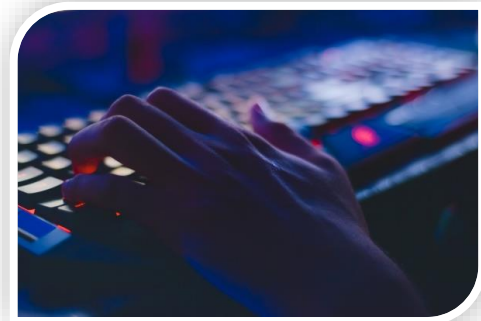
- Unit 002 - Networking Principles
- Unit 232 - ICT Systems Monitoring & Operation





# Program Eligibility

- What is the minimum age? **18**
- What previous qualification restrictions apply? **None – so long as the learner is retraining for new digital accountabilities. A learner cannot be funded for repeat certifications**
- Can the project be delivered to people with qualifications higher than level 3, if they are not the same or similar qualifications? **Yes**
- Could self-employed people /sole traders access the retraining fund? **Yes**
- Where will learners need to live? **They must be a West Midlands Combined Authority (WMCA) resident in one of the eligible postcodes** (please check with us)
- If the learner is employed, does their employer have to be based in a relevant WMCA postcode? **No, eligibility is based on where the learner lives**





# The Development Manager Ltd.



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