

Funding for Training

The purpose of the project is to promote career progression and new career pathways to 500 women in businesses within certain land-based and environmental sectors, throughout England, Wales, Scotland and Northern Ireland where they are under-represented in leadership, supervisory, management, technical, specialist and professionally skilled positions. The project will target employed women or volunteers supported by an employer, working full time or part time, who wish to work or progress in non-traditional occupational areas.

Eligibility

To be eligible for this funded training women should be employed in a full-time or part time position or volunteering within one of the following industries:

- Agricultural crops
- Agricultural livestock
- Aquaculture
- Environmental conservation
- Farriery
- Fencing
- Fisheries management
- Game and wildlife
- Horticulture, landscaping and sports turf
- Land-based engineering
- Production horticulture
- Trees and timber

Project Objectives and Participant Outcomes

- To increase female participation in training by developing a personalised training plan
- To increase the number of women progressing in non-traditional occupation areas – impacting positively on the gender imbalance within the sector
- To develop an employer mentoring scheme to underpin and embed the knowledge gained during the training project
- To ensure that women on the project have career progression to a manager, supervisor, higher technical role; achieve a new qualification or gain increased responsibility/ability within the same job role or benefit from an increase in salary.



Raising skills, backing business

www.lantra.co.uk/womenandwork

Employer Involvement and Commitment

It is important that the employer is involved and committed to ensure the new skills identified make a difference to both the participant and the business and that these new skills are embedded within the organisation so they can be measured and seen to have made a difference. Employers need to:

- Have an understanding of the importance of training and development in the workplace
- Show a strong drive to support and motivate staff in career progression and development
- Work in co-operation with a Lantra Skills Adviser to achieve the employee's skills targets
- Have the ability to implement on-the-job training and support employees through a mentoring programme to enable the practical implementation of new skills. All meetings, activities and actions need be recorded in a mentoring diary detailing the level of support provided
- Give commitment to ensure participants complete the training programme by agreed deadlines and provide evidence to support claims made.

Training is eligible from a start date of 1st June 2011. All training must be completed by Friday 10th February 2012 with completed paperwork sent to an allocated Skills Adviser by 2nd March 2012.

Each employer will receive a net cash grant towards approved training costs when there has been a minimum training spend met. This grant is outside the scope of VAT.

Guidance on Employer Contribution and Grant Claims

Participant Training Programme	Minimum Employer Training Spend	Employer Cash Contribution	NET Grant Payment Reimbursed	Employer Mentoring Hours**	Participant Training Hours**
Returners*	£600	£300	£300	7 hours	14 hours
Leadership and Management	£600	£200	£400	6 hours	21 hours
Technical	£650	£250	£400	9 hours	14 hours

*Women who will have been on the women and work programme over the past 4 years
 ** Denotes total hours that the participant needs to complete

Programme Activities

Registration onto the Women and Work project - employers and participants will be required to return a signed agreement before participating in the project clearly acknowledging their responsibilities and understanding of the training evidence and mentoring requirements. Participants will need to demonstrate that they have acquired the skills and confidence to achieve their long term objective.

Lantra Skills Advisers - will provide on-going advice throughout the project and encourage networking. They will support employers to deliver face to face skills assessments to identify current skills levels and career aspirations. Support to complete the Stage 1 and 2 training plans will be given to ensure there is clear and fully evidenced progression. Each participant will need to achieve at least one of the project outcomes of either career progression to a manager, supervisor or higher technical role; the achievement of a new qualification or an increase in responsibility/ability within the same job role or to benefit from an increase in salary.

Participant Training Plans - training providers will be contacted by employers to deliver external training. Where internal training is delivered the costs must be firstly approved by a Skills Adviser. Participants have the opportunity to undertake both formal and informal training.

Employer Mentor Programme - supporting employees with a mentor leads to a more motivated workforce, increases the progression potential for female staff and helps with staff retention. These factors all contribute to higher productivity and a more profitable and sustainable business.

Evaluation - both employers and participants are encouraged to take part in an evaluation of the outcomes achieved within 3- 6 months of the end of the project (31/3/2012) to enable Lantra to demonstrate the impact and success of this project.