

**Senior Leader Apprenticeship (SLA) Employer Mentor Newsletter March 24.**

Welcome to our next Employer Mentor newsletter of the SLA journey from your Programme Leader, Becky Jones (r.1.jones@herts.ac.uk) and your Work Based Learning Tutors, Louise Stevens (l.stevens8@herts.ac.uk) and Tony Cullen (t.cullen@herts.ac.uk). We will aim to send out regular group communications – and try not to clog up your email! Please don’t hesitate to get in touch with us if you have any questions.

**A Start of a New Module.**

Your apprentices are about to embark on their new module of Social Responsibility, Governance and Risk, with the first teaching & workshop starting on the 20th of March. Your apprentices will be covering six knowledge and skill criteria within this module around for example; ethics and values-based leadership, crisis management and corporate social responsibility. By learning theoretical and practical approaches to analysing and solving problems associated with your organisation's social responsibilities, governance form and structure, and various risk factors, your apprentices will develop and/or enhance their skill set —that will contribute to their professional development and positive impact at work.

**Assessment Dates.**

Assignment 1 presentation – 09th June

Assignment 2 learning conversation – 18th Aug

Assignment 3 formative portfolio – 11th June

Assignment 3 summative portfolio – 31st August

*Dates are shown on Canvas for learners.*

**Skills Scan & Support**

For the next PRM, and in preparation for the portfolio completion, apprentices are asked to complete a Skills Scan linked to the specific KSBs for this module.

We explore this in the workshop so our apprentices can learn from each other and explore what this means in different organisations.

We hope your apprentice will share this with you to help open conversations regarding areas where they need more exposure, or your support in finding a contact. Learners have to gather evidence to support meeting their KSBs so your input is invaluable.

**Employer Mentor support and updates.**

We are delighted to offer you an invite to our drop in Mentor Surgery Session on 20th May at 12.00. Join the session [here](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_ZGE0NGRlMjUtMGUxMC00NWVlLTkxODctMGY4YzkyYzc1OWY1%40thread.v2/0?context=%7b%22Tid%22%3a%2293e6beba-c4aa-4731-af5d-d735b097eadb%22%2c%22Oid%22%3a%2237f266a0-5fb1-4268-b619-cb2a92dba81a%22%7d).

This is a great chance to pop in and meet other mentors and ask any burning questions regarding supporting your apprentice.

*Save the Date! Our next Senior Enrichment Day (SLED) is on the 19th June. You are invited to join our keynote speaker with your learner – more details to follow!*

*Did you know? Your Apprentice will develop their English, Maths and ICT as part of their programme in addition to all their Knowledge, Skills and Behaviours on the Standard – do let us know if there are areas of support you would like UH to offer to specifically develop your apprentices in these vital areas of skills.*

**Aptem and Progress Review Meetings**

Progress Review Meetings (PRM) are held with an 8 – 12 week policy and booked with your WBLT in advance,

Your input into Aptem prior to the meeting is really valuable in steering the conversation and providing a record of progress.

Post PRM meeting, all parties are required to sign off the form and there are regular audits for this.

Do access the support video [here](https://www.youtube.com/watch?v=_DCBHisHucU) for a quick refresher on how to do this if needed.