



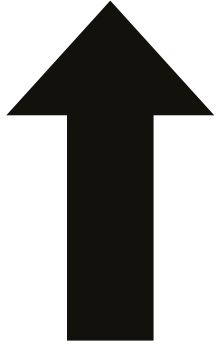
***THE ROLE OF LINE MANAGERS AND
MENTORS IN INDUSTRY
PLACEMENTS***

12 November 2020

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HM Government



WELCOME



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AGENDA

- 1 Introduction to T Levels and industry placements**
- 2 The differences between line management and mentoring**
- 3 Helping students learn – useful line manager and mentor knowledge, skills and behaviours**
- 4 A provider insight and support**
- 5 Panel Q & A**
- 6 Next steps and support available**

TODAY'S TEAM



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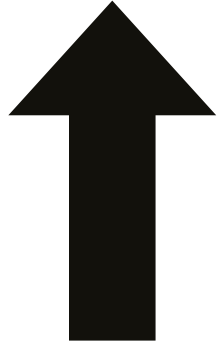
Broadcast

Your microphone will be muted

Use the Q&A function for questions

Feel free to use the chat box

*T LEVELS
AND
INDUSTRY
PLACEMENTS*



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THE T LEVEL PROGRAMME

2 years

80%

Up to 1400 hours

TECHNICAL QUALIFICATION

Core

English and maths

Occupational specialism

Other requirements

20%

At least 315 hours
350 hours average

Technical skills and knowledge

Practical skills for employment

Meaningful contribution in the workplace

INDUSTRY PLACEMENT

WHAT ARE INDUSTRY PLACEMENTS?

- Time spent by a 16-19 year old student, learning and working in an organisation
- **In a real environment** – with an employer making a meaningful contribution to the organisation
- Minimum of **315 hours** (approx. 45 working days)
- **Occupationally-specific** – developing students' practical and technical skills



***LINE
MANAGEMENT
AND
MENTORING***



Line management

Direction, coordination and support enabling a team member to perform a task/tasks

What is mentoring?

An activity whereby a more experienced colleague uses their greater knowledge, experience and understanding of work or the workplace to provide guidance, support and practical help in the development of a more junior or inexperienced member of staff. (CIPD, 2020)

Line Management and Mentoring

What is mentoring within industry placements?

Mentors provide a sounding board for ideas and bring a different perspective to the challenges students face

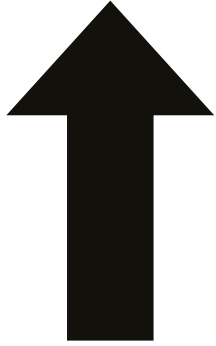
Mentors can help students link their learning goals to the reality of work and show the opportunities open to them in future

POLL

Which of these roles are best carried out by the line manager and which by the mentor?

Roles of Line Manager and Mentor

Line Manager	Mentor
Set work tasks	Navigate the organisation
Manage timelines and progress	Ask questions from different angles
Assess work performance and outputs	Believe in the student's ability and potential
Communicate within and across teams	Be a sounding board
Conduct work reviews and appraisals	Impart useful knowledge and experience
Motivate and support achievement of day-to-day activities	Provide encouragement and support
Ensure healthy and safe working practices	Identify and work towards career goals



***HELPING
STUDENTS
LEARN***



Work and learning



- Learning is a by-product of work
 - 90% for technicians and healthcare workers
 - 80% for trainee accountants
- Organising work makes a big difference to learning

Activities which are good for learning

- Being part of a group or team
- Working alongside other people in the group
- Working with customers or clients (internal and external)
- Taking part in discussions inside and outside the group
- Helping to solve problems

Behaviours which help students learn

- Ask questions and find out information
- Watch and listen
- Learn from mistakes
- Reflect on what's going on
- Get (and give) feedback

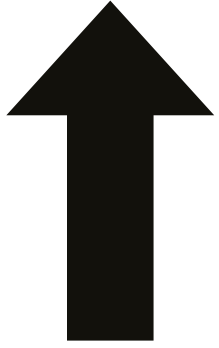


Three other factors which affect learning

- Students' level of confidence and motivation
- The type of work students do and their attitude to it
- Other people's influence on students

Managing young people new to work

1. Recognise they are students ➤ be patient and watchful
2. Share experience ➤ act like a mentor
3. Welcome questions ➤ students should be curious!
4. Keep an eye on workload ➤ manage time, prioritise
5. Focus on professionalism ➤ conduct, etiquette, emotion
6. Be a great example ➤ role model, behaviour norms



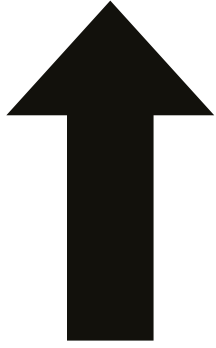
LOUISE LOXTON



The
Manchester
College®
be amazing



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PANEL Q&A



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Q&A PANEL



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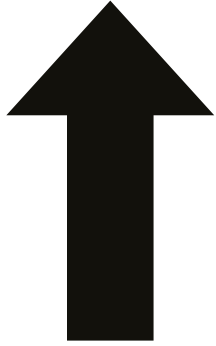
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***NEXT
STEPS AND
SUPPORT***



IF YOU'RE READY TO TAKE ON A STUDENT...

For help finding local students for industry placements:

NATIONAL APPRENTICESHIP SERVICE

08000 150 600 (choose option 4)

tlevel.placement@education.gov.uk

YOU MIGHT ALSO TALK TO:

- Local colleges or schools
- Business organisations
- Other businesses

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WEB-PORTAL

employerindustryplacements.co.uk

- Where tools, resources and case studies are hosted
- Where you can book onto workshops / webinars
- Where you can access hands-on support

T-LEVELS

[HOME](#)

[INTRO & CASE STUDIES](#)

[TOOLKIT](#)

[WEBINARS & WORKSHOPS](#)

[TALK TO A SPECIALIST](#)

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**EMPLOYER
SUPPORT
FOR
INDUSTRY
PLACEMENTS**



NEW TO INDUSTRY PLACEMENTS?

[START HERE](#)

HELP TO PLAN AND PREPARE

GUIDANCE AND TOOLS



[CLICK HERE](#)

WEBINARS AND WORKSHOPS



[CLICK HERE](#)

TALK TO A SPECIALIST



[CLICK HERE](#)

I'M READY TO OFFER INDUSTRY PLACEMENTS

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TALK TO A SPECIALIST

If you'd like hands-on support from a specialist, we can help.

We will answer your queries and help you with your planning, preparation and delivery of industry placements. There is no charge for this service.

This page allows you to submit a request for support. Any enquiry will be responded to within one working day.

LEVELS OF SUPPORT

EMAIL

Do you have a question about industry placements?

Send us your question - one of our specialists will reply to you within one working day.

[CLICK HERE](#)

ONE-TO-ONE PHONE CALL

Do you have a specific issue that you want to chat through on the phone?

Submit a request form with a bit more detail and, if appropriate, we'll arrange a call between you and one of our specialists.

[CLICK HERE](#)

ONLINE GROUP SESSION

Do you have several colleagues or partner organisations who need help understanding, planning or delivering industry placements?

Submit the request form with a bit more detail and, if appropriate, we'll arrange an online meeting for your group, with one of our specialists.

[CLICK HERE](#)

If you're not sure where to start, [contact us](#) and we'll direct you to the most appropriate area of support.



SUPPORT FOR INDUSTRY PLACEMENT MENTORS

<https://www.improvingtechnicaleducation.org.uk/support-for-industry-placement-mentors>

Welcome to the Support for Industry Placement Mentors microsite. It contains support and guidance for anyone who is interested in how to mentor students on a T-level industry placement.

1 INTRODUCTION TO MENTORING	2 WHO CAN BE A MENTOR?	3 WHAT MAKES MENTORING WORK WELL?	4 KNOWLEDGE AND BEHAVIOURS
5 COMMUNICATION	6 THE EXPERIENCE OF BEING MENTORED	7 PREPARING FOR PLACEMENTS	8 PLANNING AND RUNNING MENTORING SESSIONS
9 MEETING INDIVIDUAL NEEDS	10 SAFETY, HEALTH AND WELLBEING	11 SUPPORTING STUDENTS' LEARNING	12 CONCLUDING AND REFLECTING

THANK YOU

employerindustryplacements.co.uk

Disclaimer

This advice is general guidance and is not legal advice. It should not be acted on without a full understanding of your current situation. You can access the latest government guidance on industry placements at www.tlevels.gov.uk. SDN Enterprises Ltd (trading as SDN) has tried to ensure that the information and advice we give is accurate. However, SDN will not accept liability for any loss, damage or inconvenience arising as a consequence of any use of or the inability to use any information or advice given.

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