

# New Creative Apprenticeships

## Have you thought about an apprenticeship?

Earn while you learn with Cardiff and Vale Apprenticeships, part of Cardiff and Vale College. Now offering training for Creative Apprentices in Wales in:

- Live Events and Promotion
- Cultural and Heritage Venue Operations

CONTACT  
US TODAY

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🌐 [www.cavc.ac.uk](http://www.cavc.ac.uk)

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Prentisiaethau  
Apprenticeships

creative  
& cultural  
skills

The National  
Skills Academy  
CREATIVE  
& CULTURAL



## Cultural and Heritage Venue Operations Level 3 Apprenticeship

*Job titles and skills covered:*

### Visitor Services Assistant

- Assisting with the safety of staff, visitors, collections & buildings
- helping visitors to get the most from their visit
- working with explainers, guides & demonstrators
- visitors with special needs /requirements
- interpreting and explaining the service
- exhibition of site.

### Front of House and Administration Staff

- Dealing with customers
- Ticket sales and exhibition group bookings
- Supporting, setting up and servicing meetings
- Setting up and maintaining systems, such as finance, staff records, or visitor numbers.

## Live Events and Promotion Level 3 Apprenticeship

*Job titles and skills covered:*

### Venue and Stage Crew

- Load in, breakdown and load out equipment for a live event
- Safely support the set up of the stage, instruments, sound and lighting for the live event.

### Music/Events Promotions Assistant, Events Assistant, Events/Entertainment Officer

- Undertake the activities to secure funding for a live event
- Support the licensing and permissions application processes
- Research and assess the appropriateness of venue• contribute to the preparation of contracts.

### Production Assistant

- Support the Production Manager to co-ordinate budgets
- Support the preparation of the performance
- Identifying suppliers.

All Apprentices must be employed and minimum wage guidelines apply. Employers may apply for funding towards the individuals wage from the Young Recruits Programme via the Welsh Government. Please visit [www.wales.gov.uk/apprenticeships](http://www.wales.gov.uk/apprenticeships) for more information.

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