



The AELP are working in partnership with the National Education Union to support their union learning funded (ULF) Transformers Project. We have developed this guidance for our members and others to help support the development of training needs and workplace skills. This guidance will give information about the project and how to proceed to make the most of this resource.

The Association of Employment and Learning Providers (AELP) is a national membership organisation that represents the interests of over 900 organisations. Our members deliver the majority of Britain's apprenticeships, traineeships and programmes for the unemployed.

AELP's primary role is to represent the interests of its members, by effectively lobbying on their behalf to government departments and agencies. We work with our members, the government and employers to support the development of policies that deliver high quality, learner-centred, skills and employability services.



'The Transformers Project'
is helping employers and
learning providers enhance
training and workplace skills.

**Union
Learning
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INTRODUCTION

▶ The National Education Union Transformers Project funded by Unionlearn provides a set of resources that can be used with employers to better understand their employees' work and identify suggestions to add value to their business.

Those who have taken part in the project to-date have found that the resulting conversations between employers and employees about **transversal skills** are beginning to reap far-reaching rewards. Indeed, the evidence suggests considerable scope for employers and employees at all levels to develop and apply higher levels skills found in apprenticeships.

The following information explains what transversal skills are and provides ideas for Independent Training Providers working with employers.

ABOUT TRANSVERSAL SKILLS

▶ Transversal skills are generic skills needed in modern workplaces. They are also known as **high-value soft skills**. These skills can be used in a wide variety of situations and work settings and are not related to a particular job role or sector.

BENEFITS OF TAKING PART

▶ Employer participation in The Transformers Project is driven by business growth, productivity needs and recruitment issues.

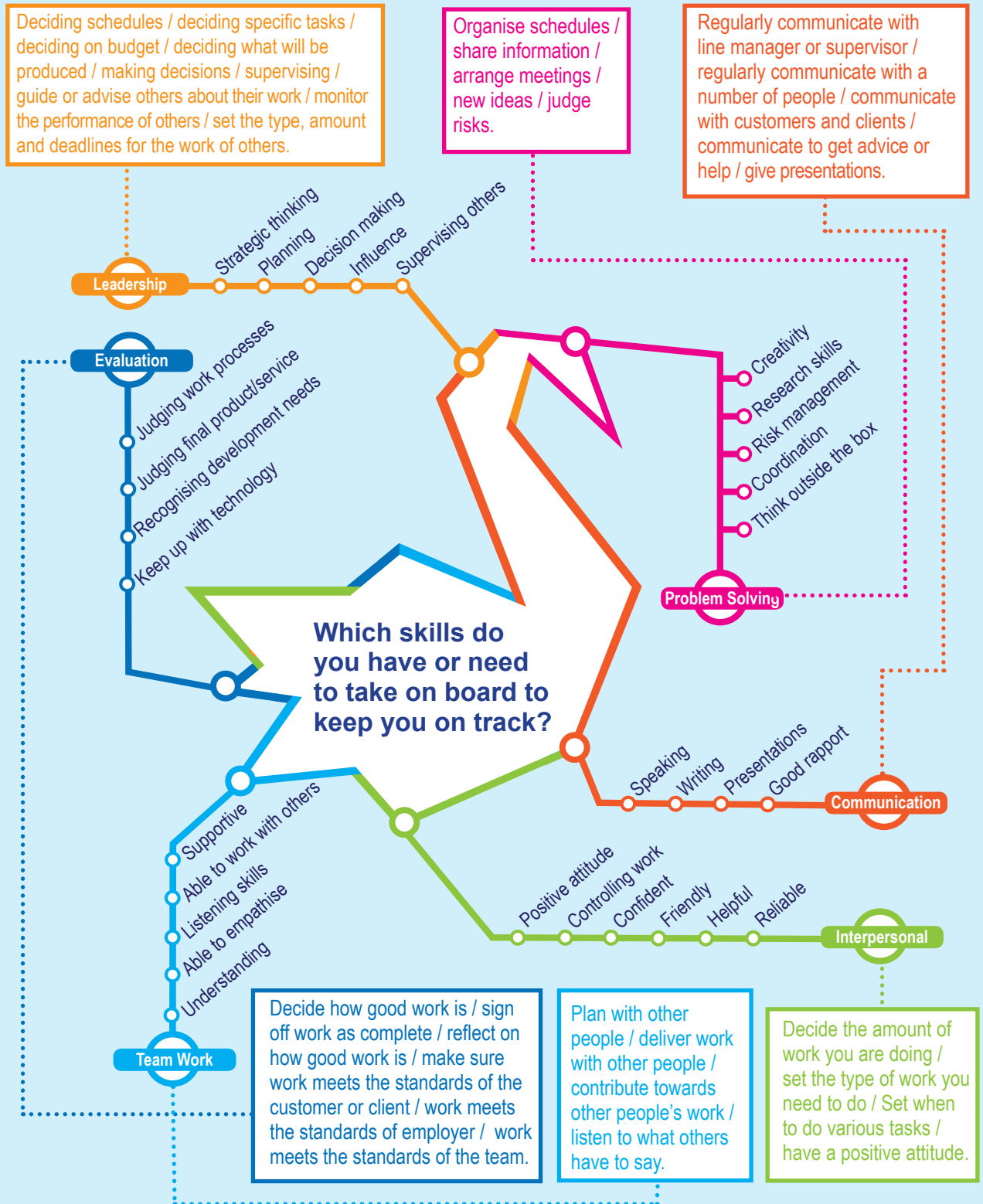
The Transformers Project is flexible and suitable for all types and size of business.

Crucially, employers use the survey reports that are provided as part of the Project as a stimulus for new types of conversation with their employees which had previously been avoided, unvoiced or because culture was perceived by some to be 'stuck'.

Outcomes of these conversations have led to, for example:

- Introduction of a new appraisal system
- Changed job roles to include induction and training
- Increased wages among operational teams in recognition of their skills and contributions
- Shared reports with auditors with positive outcomes
- Enhanced PR opportunities

Which of these transversal skills do employees need to do their job role, and which do they have? Many of these skills go across platforms and are needed in more than one area of work.



RESULTS FROM THE TRANSFORMERS SURVEY USERS

Small environmental charity

This charity provides nature conservation training in the UK and EU via traineeships and volunteering opportunities. They work with 50 residential learners each year on vocational courses and a further 20 learners on short duration (10 days to 2 weeks) work-based training experiences.

The Transformers Project survey analysis showed a well-qualified and well-equipped organisation with a clear sense of direction. It gave confidence to managers as it helped affirm their approaches to training. It helped strengthen links between different aspects of the strategic business plan.

The charity is now getting professional partners involved in the Transformers project.

National training organisation

This training organisation provides apprenticeships and nationally recognised qualifications for serving personnel, reservists and veterans of the British Army and their dependants. Their aim is to help improve skills and knowledge to benefit current roles and in preparation for future careers.

Valuable data was collected on the transversal abilities used as part of daily operations. Individual autonomy, communication in teamwork and planning and evaluation were found to be particularly strong.

The Transformers Project report was used to inform strategic discussions with the organisation's Board of Trustees to help inform decisions for realignment and job design.

Membership organisation

This membership organisation looks after the interests of individual professionals and provides support and insurance services. The National Director and HR Manager were interested in gathering their own and the workforce's perceptions on skills and productivity throughout the company.

The Transformers survey highlighted the range of external stakeholders that are crucial to business operation. Also, the high levels of specialist knowledge in the company, and the importance of teamwork. Further, that the trust and autonomy vested in the workforce is vital to success.

One of the main recommendations in the Transformers report was for a consultation on workforce training and development expectations, focused on identifying ideas for organisational growth and success planning from any and all levels within the company.

Manufacturing company

This printing company is looking to grow. It has already invested in the latest technology and needs a technically skilled workforce. However, these skills are in high demand nationally and recruitment of suitable new employees is challenging.

The Transformers survey confirmed business leaders' perception that their existing workforce is stable. The company also deepened its knowledge and understanding of its valuable workforce's skills and attributes. Co-ordination and communication were identified as particularly strong. Planning, control and evaluation were also well-embedded into working practices.

The project report suggested enhancing job satisfaction to both help staff retention and enhance productivity by improving staff engagement in the design and implementation of the training and development strategy with its clear links to Research and Development.

HOW TO GET INVOLVED

Through the Transformers project, Independent Training Providers can help employers who are looking to:

- Make better use of the skills and abilities of existing employees
- Align employer and employee's perceptions of skills needed for job roles
- Identify work-based training needs including qualifications, apprenticeships and informal learning

Introduce The Transformers Project to employers. Encourage employers and employees to access the online, confidential surveys.

The survey results are analysed in a personalised workforce development and productivity report.

Promote discussions between employees and employers about the report results.

Identify suitable apprenticeship standards and other formal and informal training.

To take part in the project or for further information, please contact:

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www.neu.org.uk/transformers-project

Working in partnership with The Transformers Project



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