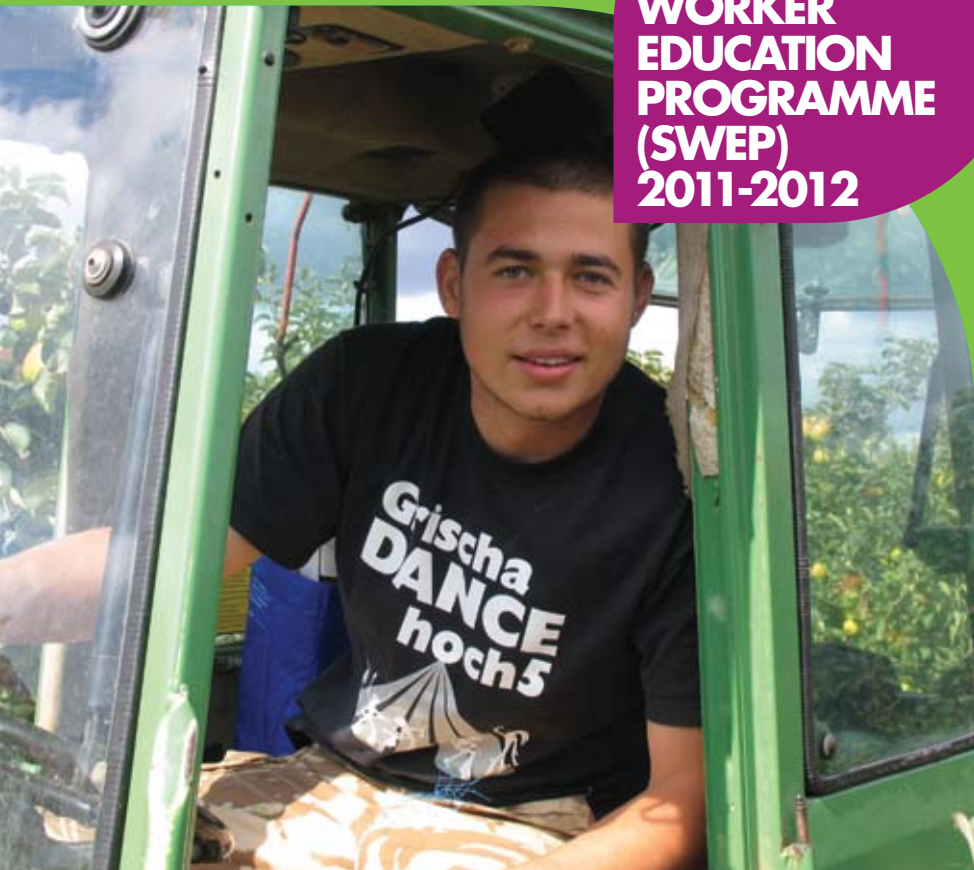


REALISING POTENTIAL FOR SEASONAL WORKERS

**STUDENT
WORKER
EDUCATION
PROGRAMME
(SWEP)
2011-2012**



HELPING YOUR SEASONAL WORKFORCE GROW AND DEVELOP

At Concordia we like to nurture people's potential. That's why we've developed a practical training programme that allows students to train on-the-job with a bespoke learning package that complements the everyday work they do.



So as a grower, if you've spotted potential in your seasonal work force, the Student Worker Education Programme (SWEP) will help you train that individual with a timetable to fit around your work needs; it includes bespoke modules so both the student and employer get the maximum benefit from their training.

We aim to encourage potential in employees who are proven to be good workers and have the ability to develop a career in agriculture or horticulture.

IDEAL FOR PROVEN WORKERS WHO HAVE ALREADY WORKED ON A FARM

Returning workers and growers alike have really benefited from SWEP. Growers are training proven workers they already know and trust, whilst giving them a chance to develop and improve their CV while working on a farm.

Students can be from any EU member state and do not have to have studied agriculture or horticulture before. They just need to have an interest in studying the subject.

Concordia are proud to develop the skills of talented people while helping growers get the best from their employees.



A FLEXIBLE COURSE TO SUIT ALL NEEDS

There are two levels to the Student Worker Education Programme; both are designed to be flexible around work commitments and the length of stay that many students can commit to studying in the UK.

Level One is completed in 7 months, and we ensure that relevant bespoke modules are achieved in this period so both employer and student get the most from the work placement.

Level Two is usually completed within 11 months. Students will need to keep a portfolio of evidence towards the Level 3 Qualification in Production Horticulture or Agriculture awarded by City & Guilds Land-Based Services.

LIVING & WORKING SAFELY IN THE RURAL INDUSTRY

Employers will be asked to give an induction on the above when the student arrives. Concordia can give help and guidance to all employers on what this should include. Students undertake a test after induction to check their understanding of health and safety issues.





We combine practical on-the-job training that is tailored to the student's interests and the grower's needs.

LEVEL ONE COURSE SUMMARY

We combine practical on-the-job training that is tailored to the student's interests and the grower's needs. We provide on-going support to both grower and student:

- Living & Working Safely in the Rural Industry (Employer Induction)
- An individual learning plan based on learner's and employer's needs
- Support in creating a portfolio to demonstrate skills and experience
- One bespoke training module - e.g. Food Safety, Health & Safety or First Aid
- Seminar on Environmental Awareness
- Knowledge and Understanding of the UK Agricultural and Horticultural Industry
- English language lessons

Level One is completed in 7 months and leads to City & Guilds Land Based Services (United Kingdom Certificate in Agriculture and Horticulture).

Assessment is by examination on seminar topics and completion of the Record of Achievement, which is an assessment by the employer of skills achieved as identified in the Individual Learning Plan. Students are expected to complete a portfolio.



SETTING TAILORED COURSE OBJECTIVES

Concordia will work with the student and grower to set initial objectives for the student. A variety of topics are covered including soft fruit production, vegetable production, mechanised operations, harvest activity and crop husbandry.

The grower and student then work together to ensure all objectives are met over 7 months with Concordia's help and support. This will lead to the Record of Achievement being awarded at the end of Level One.

BESPOKE TRAINING MODULE

Concordia and the grower will also identify any bespoke requirements to be added to the above. For example: Food Safety, Health & Safety, First Aid, Fire Warden, Supervisory/Team Leadership, Fork Lift Training or Pesticide Training.

HALF DAY SEMINARS TO FIT YOUR WORK SCHEDULES

There are two half day seminars which are taught on work premises at the convenience of the employer. An examination is taken near the end of the course and all questions are based on topics covered by the seminars.

The first seminar, Environmental Awareness, includes topics such as water management, bio-security, management of farm waste and effects of pollution. The second seminar, Knowledge and Understanding of the UK Agricultural and Horticultural Industry, covers topics such as soil management, pest and weed control, harvesting, food safety and land management.

ENGLISH LANGUAGE DEVELOPMENT

We aim to improve workers' English to enable them to work more effectively on the farm as well as develop their language skills for Level Two of the course. We teach English on site and courses are timetabled to fit into the grower's work schedules.

Returning workers and growers alike have really benefited from SWEF.



LEVEL TWO COURSE SUMMARY

PORTFOLIO BUILDING

Students will build on their portfolio for the Level 3 Qualification in Production Horticulture or Agriculture awarded by City & Guilds Land Based Services. To achieve this, tutorials and workshops will be arranged as required after the student has passed Level One.

Students returning after passing Level One from a previous year can pick up their portfolio to gain more units of the qualification.

A LOW COST FEE STRUCTURE THAT ALLOWS YOU TO PAY AS YOU GO

Our fee structure allows students to work and pay for the course throughout the year. This way a student is not saddled with fees before or after their course. Sometimes, employers who spot potential in their employees fund or part-fund the course.

The course fee covers all exam, tuition and assessment costs, travel insurance, dedicated support from Concordia including translation services, learning materials and use of college libraries. Students should also consider costs for on-site accommodation, food and sundries.

COURSE FEES FOR 2012:

- Level One: £125 registration fee, £25 a week for 30 weeks
- Level Two: £125 registration fee, £25 a week for up to 46 weeks



WHO CAN APPLY?

We ask that all our students have had practical experience of working in land based industry and have two references, one of which must be from an employer who believes the student has potential to work and study at the same time.

We ask that our students are in good health to fulfill the work practice element of the course. Students should have a good level of English to communicate effectively and complete assignments in written English.

Level 1 - requires Entry Level 1 Written English

Level 2 - requires Entry Level 2 Written English

All applicants from the UK and EU* are welcome.

* EU students from Bulgaria and Romania must start the course before applying for a Yellow Card which permits them to undertake paid work experience whilst on a course of vocational study leading to an approved qualification. After completing Level 1, students can stay in the UK working for a further four months.



HOW TO APPLY?

- If you are an employer, please nominate the name of returning workers you would like to place on SWEP
- If you are a returning seasonal worker, write an application letter explaining what you hope to gain from the course and fill in the application form. Go to www.concordiafarms.org.uk
- Include a current CV
- Original bank statements showing transactions over the last three months and a balance of £500
- European Health Insurance Card (www.applyehic.org) or comprehensive sickness insurance
- And include two references, one of which must be from an employer who believes you have the potential to work and study on SWEP

Send all of the above to: education@concordia.org.uk

**FOR MORE INFORMATION ON HOW YOU OR
A RECOMMENDED EMPLOYEE CAN APPLY FOR
SWEP CALL OUR EDUCATION MANAGER ON: 07808 888 525**

VLADIMIR IVANOV: A SWEP CASE STUDY

Vladimir Ivanov from Bulgaria worked at Allanhill Farm for 3 seasons when his employer suggested that he could train on Concordia's SWEP programme.

He received very good support from Allanhill Farm and from his manager Tom who has helped him fit in the study time around his work. He has been on various training courses including fork lift driving and food safety for manufacturing. He is now Packhouse Manager and is continuing his studies on the Concordia MAST course which he hopes will help forward his career.

He described his level of English when he first arrived in the UK as 60% but the SWEP course has helped him become more fluent in speaking English. Vladimir feels that SWEP has helped start his career path in the right direction.



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