

Arweiniad i Brentisiaethau A Guide to Apprenticeships



Y Consortiwm Hyfforddi / The Training Consortium

cydweithio ar ran pobl ifanc a busnesau / working together for young people and businesses



Busnes@
LlandrilloMenai



**Cronfa Gymdeithasol Ewrop
European Social Fund**

Mae Rhaglenni Prentisiaeth, Hyfforddeiaeth a Thwf Swyddi Cymru, a arweinir gan Lywodraeth Cymru, yn cael cymorth ariannol gan Gronfa Gymdeithasol Ewrop
The Apprenticeship, Traineeship and Jobs Growth Wales Programmes, led by the Welsh Government, are supported by the European Social Fund

Gweithio gyda'n gilydd i sicrhau eich bod yn llwyddo

Working together to ensure you succeed



Pwy yw'r partneriaid yn ein consortïwm hyfforddi?

Who are the partners in our training consortium?



Grŵp Llandrillo Menai - Y Grŵp yw Sefydliad Addysg Bellach mwyaf Cymru ac mae'n un o'r grwpiau colegau AB mwyaf yn y DU. Mae'n cyflogi 2,000 o staff, ac yn darparu addysg i tua 27,000 o bobl ar draws pedair sir. Mae ganddo hefyd gyfleusterau busnes ac ymchwil, ac mae'n gweithredu'n rhyngwladol yn ogystal ag yn rhithwir.

Grŵp Llandrillo Menai - The Grŵp is Wales' largest Further Education Institution and one of the largest FE college groups in the UK. It employs 2,000 staff and delivers learning to around 27,000 people across four counties. It also has business and research facilities and operates internationally as well as virtually.



Mae Grŵp Llandrillo Menai'n canolbwyntio ar ddarparu'r sgiliau sy'n sicrhau bod economi Gogledd Cymru'n gallu cystadlu a llwyddo. Ehanga gyfleoedd drwy gynnig cwricwlwm estynedig a gwell cyfleoedd dilyniant i ddysgwyr o bob math.

Grŵp Llandrillo Menai is focused on providing the skills that ensure competitiveness and success for the North Wales economy, by widening opportunities through an expanded curriculum and offering improved progression opportunities for learners in all modes.



North Wales Training - Mae Hyfforddiant Gogledd Cymru'n un o'r darparwyr hyfforddiant preifat uchaf ei barch yng Ngogledd Cymru. Mae gan y cwmni, a sefydlwyd yn 1983, rwydwaith cadarn o gyflogwyr a rhanddeiliaid a darparu Brentisiaethau a Rhaglenni O Fudd-dâl i Waith mewn amrediad o feysydd galwedigaethol, drwy Lywodraeth Cymru, rhaglenni a gyllidir gan yr Adran Gwaith a Phensiynau, a sefydliadau trydydd sector.

North Wales Training - North Wales Training is one of the most highly regarded private training providers in North Wales. Established in 1983, the company has strong employer and stakeholder network and delivers Apprenticeships and Welfare to Work Programmes across a range of occupational areas, through Welsh Government, DWP-funded programmes and third sector organisations.



Hyfforddiant Arfon Dwyfor Cyf - Mewn cydweithrediad â Llywodraeth Cymru a rhanddeiliaid eraill, mae Hyfforddiant Arfon Dwyfor wedi meithrin perthynas gref a hirdymor â chyflogwyr bach, canolig a mawr. Darperir hyfforddiant ac asesiadau o safon gan y cwmni i ddysgwyr sy'n dilyn prentisiaethau yn y gweithle.

Arfon Dwyfor Training Ltd - In collaboration with the Welsh Government and other stakeholders, ADT have developed strong and lasting working relationships with small, medium and large employers. The company provides quality training and assessment towards apprenticeships for employees in the workplace.



Prentisiaethau - Mae'r Rhaglenni Prentisiaeth a Hyfforddeiaeth, a arweinir gan Lywodraeth Cymru, yn cael cymorth ariannol gan Gronfa Gymdeithasol Ewrop.

Apprenticeships - The Apprenticeship and Traineeship Programmes, led by the Welsh Government, are supported by the European Social Fund.

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Croeso i'r Arweiniad hwn i Brentisiaethau Welcome to this Guide to Apprenticeships

Cewch ddarganfod yma pam fod prentisiaethau'n dod yn fwyfwy poblogaidd fel llwybr i yrfa lwyddiannus. Ar brentisiaeth rydych yn ennill cyflog wrth ddysgu, a hefyd yn ennill cymwysterau cydnabyddedig sydd yn eich helpu i sefyll allan yn y farchnad swyddi.

Gallwch fagu hyder yn eich gallu, datblygu eich sgiliau a dod i ddeall holl ofynion a chyfleoedd y byd gwaith yn llawer gwell. Mae prentisiaethau ar gael sy'n cyd-fynd â phob uchelgais a nod gyrfaol, felly beth am weld a oes yna un sy'n apelio atoch chi!

You can find out here why apprenticeships are becoming more and more popular as the route into a successful career. With an apprenticeship you earn while you learn, and you get recognised qualifications that help you stand out in the job market.

You can develop confidence in your ability, build your skills and get a much wider understanding of the world of work and all it's demands and opportunities. There are apprenticeships to suit any aspirations and career goals, so why not see if there is one out there for you!



Gall prentis ddisgwyl ennill rhwng
An apprentice can expect to earn between

**£77,000-
£117,000**

mewn enillion ychwanegol dros oes.
in additional lifetime earnings.

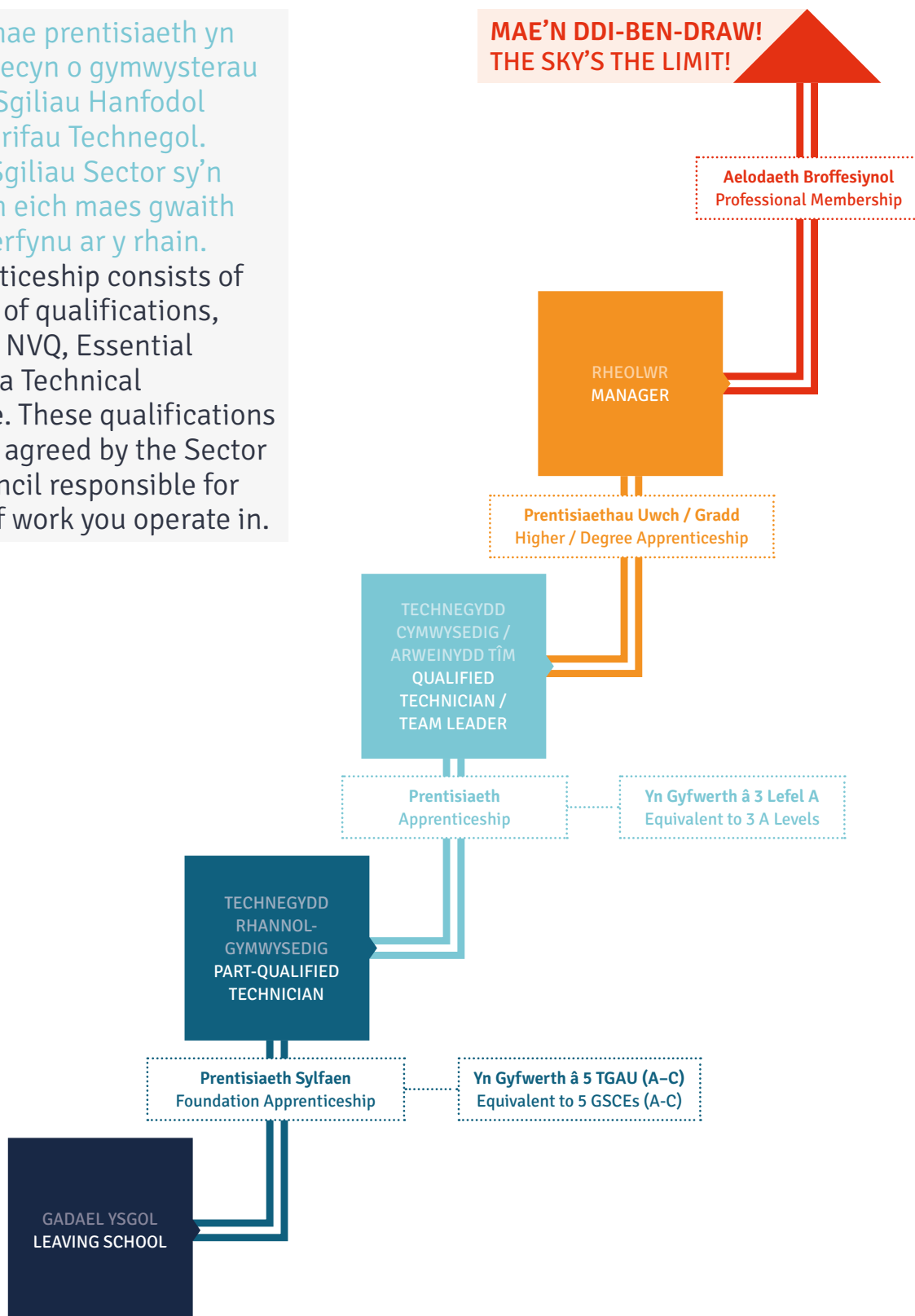


Taith y Prentis

The Apprenticeship Journey

Fel arfer mae prentisiaeth yn cynnwys pecyn o gymwysterau fel NVQs, Sgiliau Hanfodol a Thystysgrifau Technegol. Y Cyngor Sgiliau Sector sy'n gyfrifol am eich maes gwaith sy'n penderfynu ar y rhain.

An apprenticeship consists of a package of qualifications, usually an NVQ, Essential Skills and a Technical Certificate. These qualifications have been agreed by the Sector Skills Council responsible for the area of work you operate in.



Prentisiaethau Apprenticeships

Mae prentisiaethau'n agored i unrhyw un o unrhyw oedran sydd mewn gwaith. Ar brentisiaeth ceuoch gyfle i ennill cymwysterau a gydnabyddir yn genedlaethol ac a fydd hefyd yn brawf o'ch gwybodaeth a'ch gallu. Apprenticeships are open to anyone of any age who is in employment. An apprenticeship will give you nationally recognised qualifications that prove both knowledge and competence.

Ar gynllun prentisiaeth, byddwch yn cael eich hyfforddi gan eich cyflogwr a chan eich coleg neu'ch darparwr hyfforddiant. Felly, byddwch yn cael eich hyfforddi yn y gweithle ac, fel rheol, yn mynychu coleg neu safle hyfforddi.

Beth gewch chi?

- Hyfforddiant am ddim er mwyn cael y sgiliau iawn ar gyfer eich gyrfa
- Sgiliau cyflogadwyedd
- Hyfforddiant rheolaidd o ran y sgiliau hanfodol fydd yn eich helpu i wneud eich gwaith
- Cyfle i ennill cymwysterau cydnabyddedig
- Cyfle i wneud argraff ar eich cyflogwr a datblygu'ch gyrfa
- Hwb anferth i'ch hunanhyder

As part of an apprenticeship you will receive training from both your employer and college / training provider. This is a combination of 'on' and 'off' the job training, and may involve attending training at your training provider / college.

What will you get?

- Free training to give you the right skills for your career
- Employability skills
- Regular coaching in the essential skills that help you do the job
- The chance to earn recognised qualifications
- The opportunity to impress your employer and move up the career ladder
- A massive confidence boost

“ ”

Mae gwaith ymarferol wastad wedi bod yn ddiddordeb i mi; dyna'r math o berson ydw i. Dw i'n wirioneddol falch fy mod i wedi cael fy nghydnabod fel hyn gan Redrow. Dw i wrth fy modd yn mynd i'r coleg gan 'mod i'n dysgu cymaint o sgiliau newydd yno.

I have always been interested in anything practical, as I am a hands-on person. I am really pleased to have been recognised in this way by Redrow. I love going to college as I have learned so many new skills.



Sean Williams

Prentis Gwaith Brics, Redrow / Redrow - Prentis y Flwyddyn
Bricklaying Apprentice, Redrow / Redrow - Apprentice of the Year

Prentisiaethau Uwch Higher Apprenticeships

Mae prentisiaeth uwch yn cyfuno hyfforddiant yn y gweithle ag astudio tuag at gymhwyster lefel uchel a gaiff ei gydnabod gan ddiwydiant. I weithwyr profiadol sydd am barhau i ddatblygu'n broffesiynol, mae'n llwybr gwahanol i'r un addysg uwch academaidd arferol.

A higher apprenticeship combines on-the-job training with studying towards an industry-recognised high level qualification. It provides an alternative to traditional higher education academic study for experienced employees who are keen to further progress their professional development.

Bydd dysgwyr yn ennill cymhwyster Lefel 4 neu 5 ar ein rhaglenni prentisiaeth uwch. Bydd y cymhwyster yn un dysgu seiliedig ar waith, ac mewn rhai achosion yn cynnwys cymhwyster uwch megis tystysgrif diploma cenedlaethol neu radd sylfaen.

You will gain a Level 4 or Level 5 qualification on our higher apprenticeship programmes. This will be a work-based learning qualification and in some cases, a knowledge-based qualification such as a higher national certificate or foundation degree.

Rhan o'r tîm cynnal a chadw yn RAF y Fali yw Mathew, a dechreuodd ei Brentisiaeth Uwch ar ôl cwblhau cwrs Lefel 3 mewn Rheoli. Mae wedi gwella'n sylweddol y ffordd mae ei adrannau'n gweithio, gan ddefnyddio'r hyn a ddysgodd drwy'r brentisiaeth.

Working as part of the maintenance team at RAF Valley, Mathew progressed onto the Higher Apprenticeship after completing his Level 3 in Management. He has significantly improved the operations of his departments, utilising the knowledge that he has gained through his apprenticeship.

“ ”

Dw i wedi cael dyrchafiad ers cwblhau'r cymhwyster; dw i hefyd wedi cael mwy o gyfrifoldebau ac wedi magu hyder o ran cyflwyno gwybodaeth dechnegol. Mae'r cyfle wedi fy ngwneud i'n frwd i barhau i ddysgu a datblygu fy sgiliau.

Through completing this qualification I have achieved promotion; been given more responsibility and gained personal confidence in delivering technical information. The opportunity provides me with the enthusiasm to continue learning and developing my skills.



Mathew Wheeler

Prentis Uwch mewn Gweinyddu Busnes a Gweinyddu Proffesiynol, Babcock International Group
Higher Apprentice in Business & Professional Administration, Babcock International Group

Prentisiaethau Gradd Degree Apprenticeships

Mae prentisiaethau gradd yn cynnig llwybr gwahanol i'r un addysg uwch academiaidd arferol. Maent yn cyfuno gwaith llawn amser ag astudio'n rhan-amser mewn prifysgol.

Degree apprenticeships provide an alternative route to traditional higher education. They combine full-time work with part-time university study.

Manteision prentisiaethau gradd The benefits of a degree apprenticeship

Dim dyled

Fel arfer mae myfyrwyr addysg uwch yn wynebu ffioedd dysgu o dros £9,000 y flwyddyn, ynghyd â'r costau byw sy'n gysylltiedig ag astudio oddi cartref. Cyllidir Prentisiaethau Gradd yn llawn gan Gyngor Cyllido Addysg Uwch Cymru - felly cewch holl fanteision gradd gonfensiynol heb orfod dioddef yr anfaiteision ariannol.

No debt

Traditional higher education students face tuition fees of over £9,000 a year, along with the living costs associated with studying away from home. Degree Apprenticeships are fully-funded by the Higher Education Funding Council for Wales - combining all the benefits of a conventional degree without the financial drawbacks!

Ennill cyflog wrth ddysgu

Fel Prentis Gradd byddwch yn cael eich cyflogi am ran o'r cwrs, sy'n golygu y byddwch yn ennill cyflog tra hefyd yn astudio.

Earn while you learn

As a Degree Apprentice you'll be employed as part of your course, meaning you'll earn a salary whilst studying.

Cymhwyster diwydiannol

Mae'ch cymhwyster yn uniongyrchol berthnasol i'ch diwydiant, felly rydych chi a'ch cyflogwr yn meithrin y sgiliau sydd arnoch eu hangen i lwyddo.

Industry qualification

Your qualification is directly related to your industry, giving you and your employer the skills needed to be a success.

Sgiliau cyflogadwyedd

Ynghyd â chymhwyster academiaidd, mae Prentisiaeth Gradd yn caniatáu i chi barhau i gael profiad gwaith ymarferol a datblygu eich gyrfa.

Employability skills

Alongside your academic qualification, a Degree Apprenticeship allows you to continue your practical work experience and progress in your career.

Mae Prentisiaethau Gradd ar gael ar hyn o bryd i Weithwyr Proffesiynol ym maes Peirianeg a Thechnoleg Gwybodaeth. Dilyswyd a dyfernir gan Brifysgol Bangor.

Degree Apprenticeships are currently available in Engineering and IT Professionals. Validated and awarded by Bangor University.



PRIFYSGOL
BANGOR
UNIVERSITY

Yr hyn sydd gennym i'w gynnig

What we have to offer

Mae'r arweiniad hwn yn dangos pa aelodau o'n Consortiwm Hyfforddi sy'n cynnig pa lwybrau prentisiaeth. This guide shows which members of our Training Consortium offer the routes you'd like to follow on the Apprenticeship Journey.

❶ Prentisiaethau / Apprenticeships

❷ Prentisiaethau Uwch / Higher Apprenticeships

❸ Prentisiaethau Gradd / Degree Apprenticeships

Llwybr / Route	Grŵp Llandrillo Menai	Hyfforddiant Arfon Dwyfor ADT	Hyfforddiant Gogledd Cymru North Wales Training
Cyfrifyddu Accounting	❶ ❷		
Cyngor ac Arweiniad Advice & Guidance	❶ ❷	❶ ❷	❶ ❷
Awyrennol Aeronautical	❶		
Amaethyddiaeth Agriculture	❶		
Peirianeg Cerbydau Modur Automotive Engineering	❶		❶
Trwsio Cyrff Cerbydau Modur Automotive Vehicle Body Repair	❶		
Gweinyddu Busnes Business Administration	❶ ❷	❶ ❷	❶
Glanhau Cleaning	❶	❶	❶
Datblygu Cymunedol Community Development			❶
Adeiladu Construction	❶ ❷		
Gofal yn y Blynyddoedd Cynnar Early Years Care	❶ ❷	❶ ❷	❶
Trydanol Electrical	❶		
Gwasanaethau Cysylltiedig â Chyflogaeth Employment-related Services			❶ ❷
Rheoli Cyfleusterau Facilities Management		❶	
Cynhyrchu Bwyd a Diod Food & Drink Manufacturing		❶	
Gwallt a Harddwch Hair & Beauty	❶ ❷	❶ ❷	
Iechyd a Gofal Cymdeithasol Health & Social Care	❶ ❷		❶
Lletygarwch ac Arlwyo Hospitality & Catering	❶ ❷		❶
Rheoli Adnoddau Dynol Human Resource Management	❶ ❷		
Technoleg Gwybodaeth i Weithwyr Proffesiynol IT Professionals	❶ ❷ ❸		
Defnyddwyr TGCh / TG ICT / IT Users	❶	❶	❶
Arwain a Rheoli Leadership & Management	❶ ❷	❶ ❷	❶

Llwybr / Route	Grŵp Llandrillo Menai	Hyfforddiant Arfon Dwyfor ADT	Hyfforddiant Gogledd Cymru North Wales Training
Llyfrgelloedd Libraries	1		
Digwyddiadau Byw a Digwyddiadau Hyrwyddo Live Events & Promotions	1		
Gweithgynhyrchu Manufacturing	1	1	1
Peirianeg Fecanyddol Mechanical Engineering	1 2 3		
Peirianeg Niwclear Nuclear Engineering	1		
Gwaith Chwarae Playwork	1	1	1
Plymwaith Plumbing	1		
Rheoli Prosiectau Project Management	1 2		
Manwerthu / Gwasanaeth i Gwsmeriaid Retail / Customer Service	1	1	1
Gwerthu Sales			1
Cyfyngau Cymdeithasol a Marchnata Digidol Social Media & Digital Marketing	1 2		
Datblygu Chwaraeon / Arwain Gweithgareddau Sport Development / Activity Leadership	1		
Cymorth Dysgu ac Addysgu Supporting Teaching & Learning	1	1	
Theatr Dechnegol Technical Theatre	1		
Nyrsio Milfeddygol Veterinary Nursing	1		
Gweithio mewn Warws a Dosbarthu Warehousing & Distribution		1	1
Weldio Welding	1		

Dywedodd



95.7%

o ddysgwyr bod y dysgu, yr addysgu a'r asesu'n 'dda' neu'n 'dda iawn'.

of learners rated their teaching, assessment and learning as 'good' or 'very good'.

Astudiaethau Achos

Case Studies

Roedd cyfrifyddu yn newid gyrfa i Tomos, ond drwy'r rhaglen brentisiaeth cafodd gyfle i weithio mewn maes roedd yn ymddiddori ynddo tra hefyd yn astudio am gymhwyster sy'n cael ei gydnabod yn fyd-eang.

Mae perfformiad academiaidd Tomos wedi bod yn rhagorol a chafodd gyfle hefyd i gynrychioli Grŵp Llandrillo Menai yng nghystadlweddau Gyfrifeg WorldSkills Cymru. Does ryfedd felly iddo ennill gwobr Prentis y Flwyddyn.

Accounting was a change of career for Tomos, but the apprenticeship programme allowed him to not only find a role that he was passionate about, but also gave him the opportunity to study for a globally-recognised qualification.

Tomos represented Grŵp Llandrillo Menai at the Wales Accountancy World Skills competition and this, along with his outstanding assessment performance, saw him win the Apprentice of the Year award.

“ ”

Dw i'n ddiolchgar iawn i'm cyflogwr am y brentisiaeth; mae wedi dysgu llawer iawn i mi. Dw i'n edrych ymlaen rŵan at barhau â'm hyfforddiant a'r nod yn y pendraw ydi bod yn Gyfrifydd Siartredig.

I'm grateful to my employer for my apprenticeship opportunity; I've learnt a lot as a result. I'm looking forward to continuing my training with a view to eventually becoming a Chartered Accountant.



Tomos Williams

Prentis Cyfrifyddu, Dunn ac Ellis Cyf
Accounting Apprentice, Dunn and Ellis Cyf

Er nad oedd Sarah wedi cael unrhyw hyfforddiant ffurfiol ers blyneddau, penderfynodd ddechrau ar Brentisiaeth Uwch mewn Cynghori ac Arwain i ddiweddar ei gwybodaeth a'i sgiliau ar gyfer ei swydd fel Gweithiwr Cymorth i Deuluoedd.

Er ei bod yn gorfod cyfuno'r brentisiaeth â dyletswyddau gwaith a theulu, cafodd Sarah ddychafiad i swydd lle'r oedd yn cefnogi teuluoedd mewn angen.

Sarah hadn't undertaken any formal training for several years, but decided to begin the Higher Apprenticeship in Advice & Guidance to update her knowledge and skills for her role as a Family Support Worker.

Balancing the apprenticeship around family and work commitments saw Sarah promoted into a new position where she supported families in need.



Sarah Hughes

Prentis Uwch mewn Cynghori ac Arwain, Cyngor Sir Conwy
Higher Apprentice in Advice and Guidance, Conwy County Council

Yn awr, mae Sarah yn llawer mwy hyderus yn ei swydd ac yn barod i ddefnyddio'i sgiliau a'i phrofiad i fynegi barn mewn cyfarfodydd staff. Mae hefyd wedi canfod dulliau gwell o weithio sydd wedi cael eu mabwysiadu gan aelodau eraill yn ei thîm.

Sarah is now more confident in her role and is happy speaking up during staff meetings using her skills, experience and new-found knowledge. She has also identified improvements in working practices which have since been adopted within her team.

Sut i gychwyn ar eich taith fel prentis

How to get started on the apprenticeship journey

Gallwch gysylltu ag unrhyw un o bartneriaid y consortiwm:
You can contact any of the partners in the consortium:



Busnes@
LlandrilloMenai

08445 460 460
busnes@gllm.ac.uk



Coleg
Llandrillo

Coleg
Menai

Coleg
**Meirion
Dwyfor**



01492 543 431
info@nwtraining.co.uk



Hyfforddiant Arfon Dwyfor Cyf
Arfon Dwyfor Training Ltd

01286 677 275
enquiry@adt-ltd.com

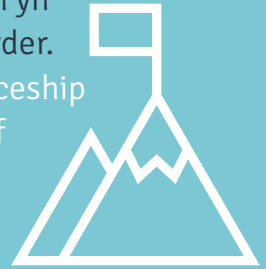
I gael cyngor ac arweiniad, ffoniwch Gyrfa Cymru ar **0800 028 4844**
neu ewch i'r wefan - **careerswales.com**
For advice & guidance call Careers Wales on **0800 028 4844**
or visit the website - **careerswales.com**

Arweiniad i Brentisiaethau A Guide to Apprenticeships

Dyweddodd

86%

bod eu prentisiaeth yn
gwella eu hunanhyder.
said their apprenticeship
increased their self
confidence.



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