



EMPLOYER
PROSPECTUS

Marcellin Technical College
**A SMART
MOVE**
for your business!



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A SMART
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About MTC

Marcellin Technical College started life as the Australian Technical College – Adelaide South in 2006. We were originally funded by the Australian Federal Government and industry-led by a governing board representing industry groups and members of ATEC (Adelaide Training and Employment Centre – formerly PATDC).

We are now supported by Catholic Education South Australia – a great step in securing our future while still allowing us to continue providing a trade-focussed education.

This new support also allows us to develop and expand our course offerings even further over the next few years. We will continue to build closer links with our community and provide more education opportunities that fit well with their values and the community values of Catholic Education.

We have been renamed after St Marcellin Champagnat, founder of the Marist Brothers community, according to the values his style of education represented: simplicity, deep concern, open-mindedness, trust, strength of character, family spirit and practical wisdom.

This gives students who graduate from our College and employers the best of both worlds – with these values underpinning our expertise in providing practical work experience and trade-relevant training.

A smart move for your business



How to employ an apprentice?

Employers can either sign a contract of training to employ an apprentice on their own, or they may like to employ an apprentice through a Group Training Organisation.

Our Industry Consultants can provide you with more information regarding Group Training and how it works.



“ The training our apprentices are getting at the Technical College helps them understand what the workforce is about. We need reliability and it's more than just education. Professionalism is very important and the students are taught that while still at school. And the staff at the college take a personal involvement in each and every one of their students. They know what makes them tick, what drives them and they can give you a lot of insight into the individual

My advice? If you get involved in the College and they understand what your business is like, they will help find you someone to fit within your culture and with the right skills. ”

~ Anthony Kittel, REDARC Electronics

Why employ our students as your apprentice?

Taking an apprentice from Marcellin Technical College will provide your business with a range of benefits above and beyond the usual apprenticeship.

You may have taken on an apprentice before, but with us – it's different.

They're better prepared for the workplace

Most of the employers who have taken on one of our apprentices say they're better prepared and they know that they want to work in that trade.

So, in a way, we take the tyre-kickers out – the students who just come to an employer for work experience or an apprenticeship and their main reason is that they just want to get out of school.

Our student-apprentices have been exposed to the workplace while still studying. They know how to handle themselves on a job site – they've been well prepared to survive. They understand the importance of workplace safety and know what's expected when they get on the worksite.

Apart from the technical trade skills we teach them, in order to fit in with the culture of your business our students are also developing:

- Relevant numeracy and literacy skills
- Their use of initiative
- Communication and teamwork skills
- Problem-solving skills
- A professional approach to work
- Punctuality
- Willingness to learn
- A positive attitude

We're flexible and can negotiate

We accommodate your business's needs. While students have a schedule in place to meet their SACE and training needs; if this schedule doesn't work for your business we can negotiate a more flexible program that meets both students and employer needs. We'll do it!

The right training

The training provided at Marcellin Technical College is structured specifically for the technical and the trades. The curriculum at the Marcellin Technical College has been built on trade principles. Our SACE course has been designed specifically for Australian School-based Apprentices. But we have taken the traditional school subjects such as English, Mathematics and Australian Studies, and reworked them so they have greater meaning and relevance to the Australian workforce. They still satisfy all the requirements of Year 12 studies under SACE, but they are now within an industry context:

- English focuses on Workplace Communication
- Mathematics focuses on Maths for Industry
- Health focuses on Being Fit for Work
- Science focuses on the Trade Principles behind each individual trade

It's very hands on. Student's time in the workshop really pays off because employers can give their apprentice a reasonable amount of responsibility compared to other young people. And we train our students out of the bad habits.

Students are only recommended if they are work ready

When we place a student in an apprenticeship, it's our reputation on the line. We follow a strict criteria when putting forward students – they need to be work ready according to our high industry standards.

If the students need to further develop their employability skills, we take them aside and work with them.

Employing Generation Y

Young people are young people. But while some employers have told us that Generation Y employees (as young people have been labeled by the mainstream media) bring their own challenges, they also have a number of strengths that can benefit your business.

They have energy and enthusiasm and are very happy to let you know if they're ready to take on a challenge. They can be very tech-savvy, and we have some employers who are relying on their younger employees to help them keep up with the latest technology trends.

We know they have challenges – and we work on addressing those challenges before they get to you. It's another benefit of the College's model. So the question is: how do I develop them, rather than, do I take them on at all? Their strengths will add enormous value to your business.

Your apprentice is more with you than us

The usual Australian School-based Apprenticeship model sees the apprentice studying four days a week and only one day with their employer.

We've turned that around, based on feedback from employers.

In Year 12, our students spend significant amounts of time working with employers. They return to the College once a week to meet their SACE requirements and their trade training is delivered in blocks (similar to a trade school) of time throughout the year.

“The enthusiasm and new ideas of young people are always refreshing and generally most of them have a pretty good work ethic. I'm not a great subscriber to the Generation labels we seem to give people because I guess everyone goes through different stages in their lives and they're looking for different things.”

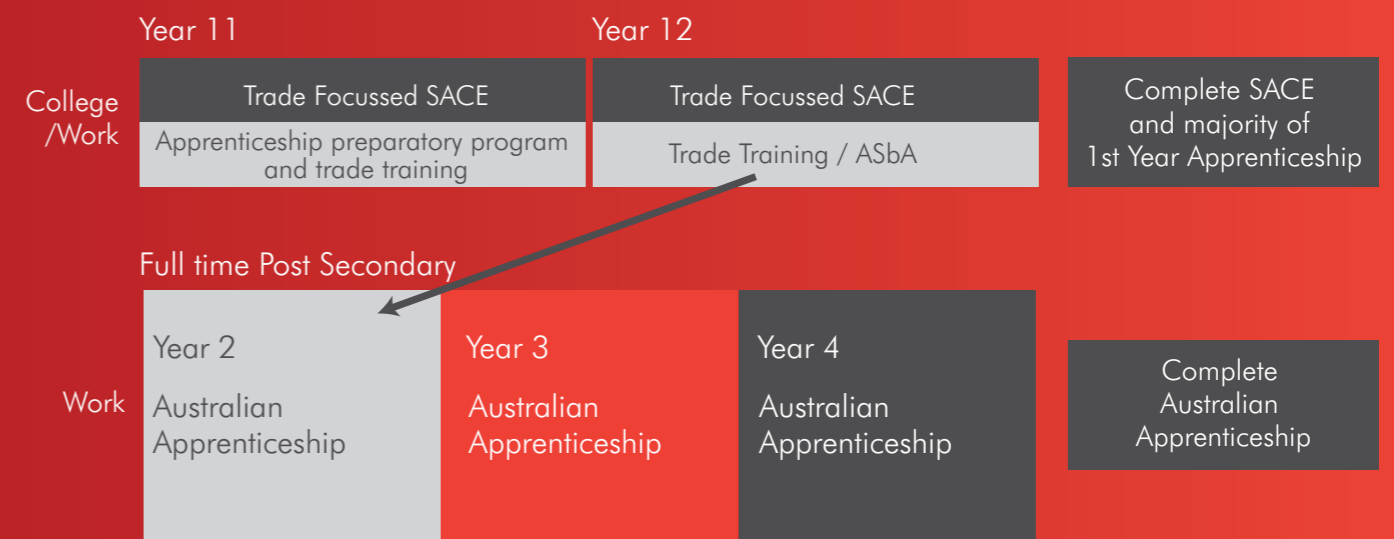
Our experience with our apprentices is that they're nice young people who work hard and want to do the right thing. They need some gentle steering in the right direction and some help to get to where they want to go and where we would like them to go.”

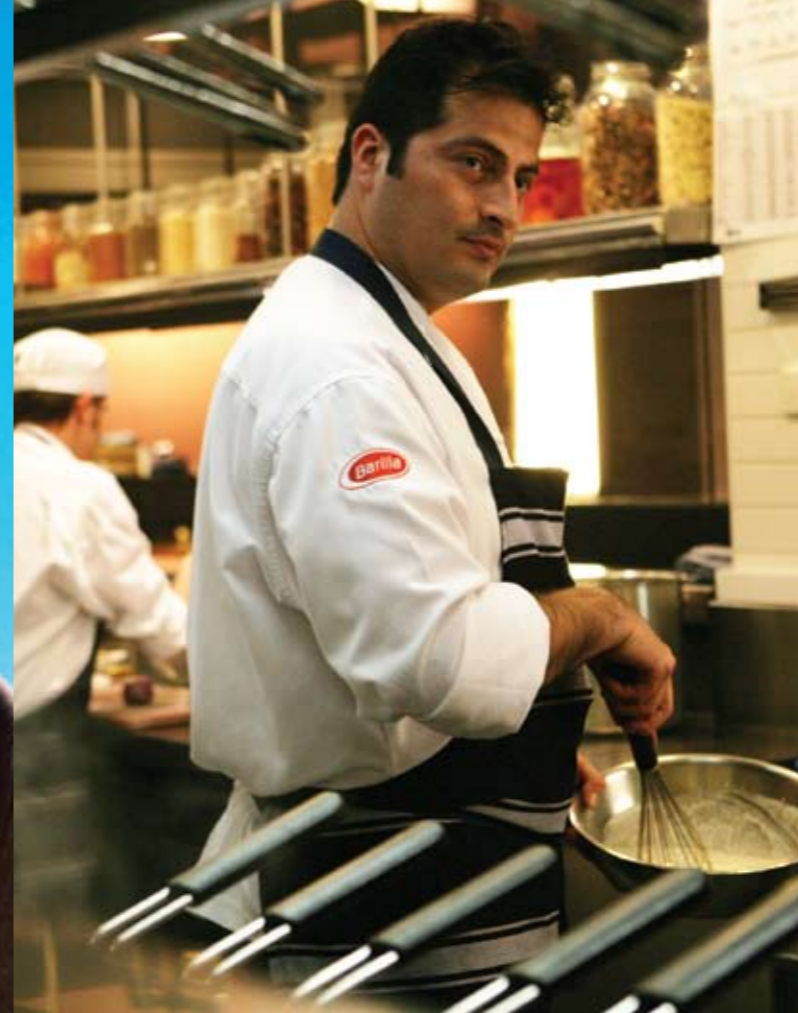
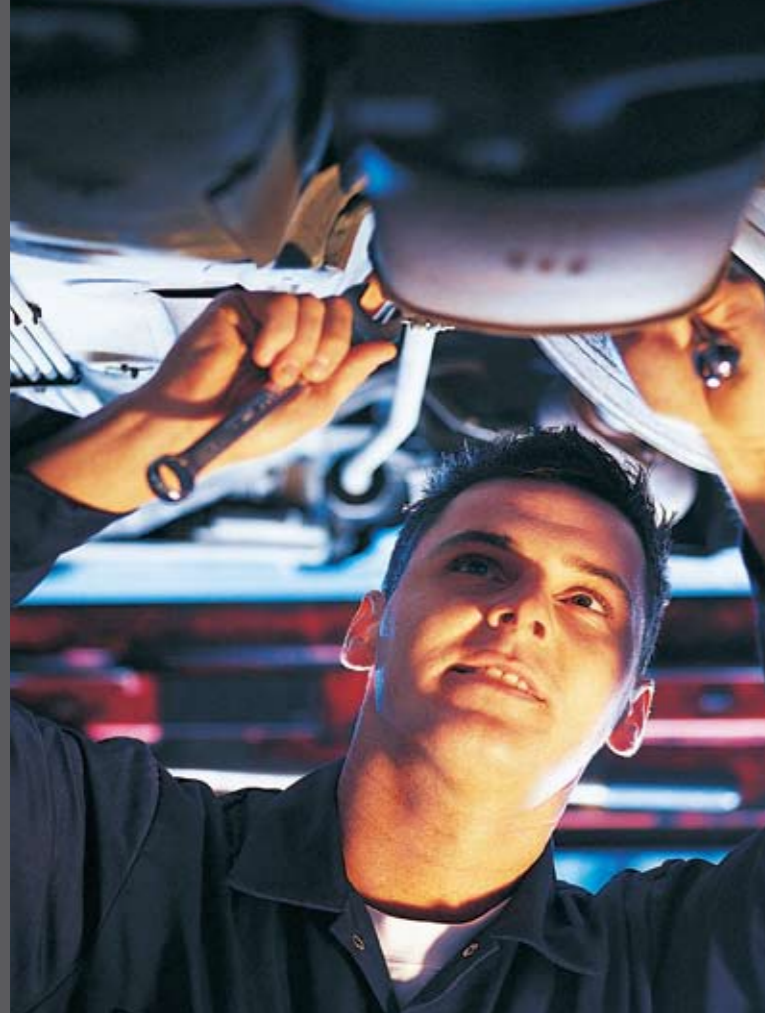
*Chris Coxon,
Industrial Engineers and Spring Makers*



How do our apprenticeships work?

College Student / Apprentice Model





What financial assistance is available?

Apprenticeships are an investment. Your business is investing in someone who can build on your business a year or two down the track.

At Marcellin Technical College, we realise that. Based on feedback from employers, we have structured our work so that there are two main financial benefits to taking on one of our students as an apprentice.

Government assistance

There are government incentives for putting on an apprentice and also funding for putting on school-based apprentices. Contact our industry consultant for exact details of what your business can qualify for. Some of these incentives can be financially attractive to employers.

You get what you pay for

One of the benefits of the way we have structured our student's workload is that you, as the employer, only pay for the apprentice when they're working!

In a traditional apprenticeship you're paying for the apprentice all of the time. But in our model we're actually paying for the training, so you only pay their wage when they're out on site with you. We would be happy to discuss how this applies under the awards most relevant to your industry.

Which trades are on offer?

Marcellin Technical College focuses on five key industry sectors that meet the needs of industry within the southern region of Adelaide.

Automotive

Students in the automotive stream are undertaking their Certificate III in Automotive Mechanical Technology, studying a series of units that teach them:

- Inspection skills: vehicle safety/roadworthy inspections and part inspections
- Servicing and repair skills: using and maintaining tools, covering engines, charging systems, batteries, ignition systems, petrol fuel systems, final drive, transmissions, low-voltage wiring/lighting systems, cooling systems, braking systems, air compressors and air lines and steering systems
- Professional workplace skills: safe working practices, implementing and monitoring environmental regulations

Building and Construction

Our building and construction students hit the ground running when they arrive on your work site. Building and Construction covers plumbing, general construction and shop fitting. As a student in the building and construction stream, they are undertaking their Certificate III in General Construction, studying a series of units that teach them:

- Planning skills: reading and interpreting plans, measurement and calculations
- Professional workplace skills: OH&S and workplace safety, workplace communications, scaffolding, White card training
- Practical carpentry: handling hand and power tools, levelling devices, basic setting out, sub-floor framing, timber wall framing, shop fitting

Commercial Cookery

Our new course in commercial cookery will take students with a passion for food and skill them up on working in commercial kitchens. They will learn people skills, team work and good time management – all skills they'll need to succeed in this industry. This course will prove very popular as the south of Adelaide is at the heart of the thriving and expanding hospitality and tourism industry and has great job prospects for those with a passion! Students will study a Certificate III in Commercial Cookery, covering skills including:

- Kitchen skills: health, safety and security procedures, workplace hygiene procedures, catering control principles,
- Food skills: food preparation and presentation, basic methods of cookery

Electrotechnology

The electrotechnology banner covers a diverse range of occupations such as;

- Electricians – domestic and industry
- Electrical fitters
- Refrigeration mechanics
- Data and security technicians

Students attending the college have an understanding of each of these occupations, and armed with good OHS awareness are able to be productive when they are out on the work site. As a student in the electrical stream, they are undertaking their Certification III in Electrotechnology, studying a series of units that teach them:

- workshop practice, hand and power tools, installing and maintaining electrical components, wiring systems, equipment and electrical systems.
- Where practicable, course delivery will include a range of practical exercises, minor and major projects.

Metal and Engineering

Students in the metals and engineering stream, are undertaking their Certificate III in Engineering or Certificate III in Engineering (Fabrication) studying a series of units that teach them:

- Planning skills: planning tasks, measurement and calculations, precision mechanical measurement interpreting technical drawing
- Handling tools: using hand and power tools, workshop machines, general machining, milling operations, operational maintenance of machines and equipment, lathe operation, welding, manual heating and thermal cutting
- Professional workplace skills: applying quality procedures and systems, OH&S and workplace safety, organise and communicate information

For more information about our curriculum or any trade discipline, please contact our Industry Consultants on (08) 8186 9700.

They'll be pleased to come out for an on-site, personal visit tailored to your needs. They'll go through the process, your responsibilities, how we'll support you and how it will work financially.

What else do I need to know?

The questions most employers ask us about taking on an apprentice

When is the best time to take on an apprentice?

Most employers put on apprentices in the new year (typically January), but in our model, we've found a better way.

We encourage employers to take on their new apprentices in July. This means that by January, they're work conditioned and settled in with you as an almost full-time employee.

How many days a week will I have my apprentice with me?

Many employers have told us that they are frustrated with only having their Australian School-based Apprentice one day a week and four days at School. So we've restructured the study load so that Year 11 is a preparatory year, with extensive work experience, trade-related SACE and learning some of the competencies of a first-year apprentice. Students may be signed up as an Australian School-based Apprentice in Year 11 or Year 12, but we're flexible enough to work with you to negotiate a program that fits your industry and work schedule.

What are the incentives to employers who take on apprentices from Marcellin Technical College?

The Australian Government Australian Apprenticeships Incentives Program has been designed to assist employers who engage apprentices through the provision of financial incentives. By employing an apprentice from Marcellin Technical College, you may be eligible for up to \$5500 in incentives including some specific to ASbAs. In addition, you could be eligible for a number of special incentives depending upon your industry. Full details are available from Australian Apprenticeships Centre [link to www.australianapprenticeships.gov.au].

What if my apprentice doesn't work out?

When you take on an apprentice, they become the responsibility of the employer. We will support apprentices while they're on the job, but they are working for you. You and your apprentice are bound by the Contract of Training you signed at the start of the apprenticeship and this outlines all conditions, probation periods and protection for both you as employer and the apprentice. There is also a formal grievance and dispute process which is administered by the SA Government Training and Skills Commission. Our mentors will commit to offering ongoing support; we are there to try to work things out and avoid situations having to revert to formal processes.

Who should I contact?

For any questions, please contact our Industry Consultants on (08) 8186 9700. They are your point of contact for any employer-related questions. They can also put you in touch with the right Government department, which will save you a lot of time.

They'll be pleased to come out for an on-site, personal visit tailored to your needs. They'll go through the process, your responsibilities, how we'll support you and how it will work financially.



“We've had four apprentices through this department and in each case we've looked very hard at the students. Our selection process has been very strict to find someone who stands out from the crowd and we've taken on that person. And obviously we like the College because we keep coming back!”

All the lads we've taken on have done work experience. It's definitely a benefit for both your business and the student. You get to see the different calibre and quality of people and the lads in the college get a real experience of working life. But give them real work experience – an apprentice's job is not just to sweep the floor. They need to learn and develop and that will help your business.

My advice? Get involved with the College and understand exactly what they're doing so your expectations are clear. And trial a few students in work experience but give them a fair go – it's your best chance to test-run a new apprentice! ”

~ Derek Swadling, CHC Helicopters

A SMART MOVE

Marcellin Technical College

Corner of Mander and Beach Roads,
CHRISTIE DOWNS SA 5164
PO Box 545, NOARLUNGA CENTRE SA 5168
Phone : (08) 8186 9700
Fax : (08) 8186 9799
Web : www.marcellintechicalcollege.com.au

