

Make UK Manufacturing Awards

CATEGORY ENTRY GUIDANCE

Apprenticeship Champion

This award has been developed for apprentices within manufacturing who have used their time as an apprentice to develop and widen their capabilities beyond the scope of the apprenticeship, for example becoming an ambassador for community or campaigning work. Candidates for this award will be advocates for manufacturing apprenticeships and may have engaged in STEM outreach work. They will have a deep understanding of their industry and support and inspire other apprentices.

This award is open to all apprentices currently undertaking an apprenticeship within the manufacturing sector.

Important information

- Please ensure you take the time to read and adhere to the [terms and conditions](#) of entry.
- Ensure sections are completed in full and financials are included where required.
- For assistance in navigating the online portal [click here](#).
- Please fill in the entry and contact information pages to the fullest – this information is used to contact you in relation to your entry and also used for the purpose of creating certificates and trophies and other awards related materials.

Entry Guidance

The question guidance in this document is for use to support you in completing your entry. They are examples of what you may include in your entry but you should not limit your entry to only including these. For further assistance in telling your story contact the awards team.

Please note, the application form is designed to be completed by the apprentice.

Question: Apprentice Employer's Supporting Statement (250 word count)

Please enter the apprentice employer/trainer full name and email address in the fields below and send a request. They will receive a statement on their reasons for nominating you

An email will be sent to the employer/trainer asking the following question:

Please describe your reasons for nominating this apprentice, using the box below. Consider the apprentice's attitude, performance, quality of work, interpersonal skills and initiative and any valuable contributions the apprentice has made.

- This section is to be completed by the employer/trainer of the nominated apprentice and should focus on the apprentice and not the scheme.
- Tip – the employer/trainer should make full use of the word count and ensure they give compelling reasons for the apprentice. How have they shone during their apprenticeship?
- Tip – When entering multiple apprentices the employer/trainer should customise each statement. A copy and paste is impersonal and reflects in the scoring.
- You should send the request to the employer/trainer at the start to give them plenty of time to write and submit in time for your entry.
- The application cannot be classed as complete until all sections, including this supporting statement, is received. The apprentice employer/trainer must therefore submit their statement before the submission deadline.

Question: Apprentice Educational Information

- This section is to be completed by the apprentice being nominated for the award, and is about outlining your education to date, achievements and future plans.
- Tip - add as much information in here as possible e.g. any extra work, awards entered, any extra modules, etc. all show the judges your enthusiasm, eagerness and that you are taking your apprenticeship seriously.

Which framework (if any) are you following? i.e. level/specialism

- Include any stand-alone units of NVQs/GNVQs or BTEC where a full qualification was not gained or where units were gained in addition to full qualification(s).

What qualifications did you hold before starting your apprenticeship?

- List all qualifications in chronological order, starting with the most recent. And include - Qualification and Subject, Date (month and year), Grade, and the school/ college or training centre where this was undertaken.

What qualifications have you gained/are currently undertaking since you started your apprenticeship?

- List all qualifications in chronological order, starting with the most recent. And include, Qualification and Subject, Date (month and year, Grade, And the school/ college or training centre where this was undertaken.

Please list any off-the-job training providers, including college(s) and university, you have attended during your apprenticeship

- Include in chronological order - Name of provider, Address, Telephone number, Contact name.

Please list any other related competitions or awards you have entered and been successful in

- Include in chronological order - Name of programme, Award won, year won.

Apprentice Self-Assessment

- This is not a writing test. You will be judged based on your skills and enthusiasm for your apprenticeship. But, do note that the more evidence and examples you can give the more the judges' can learn about you and your story.
- This section is to be completed by the apprentice being nominated for the award.
- Each question has its own word count, you will not be able to submit your entry if you go over the word count.

Outline why you should win the Apprenticeship Champion award.

Describe your journey using the prompts and tips on the right to assist. (1500 word count)

- **Contribution Beyond the Apprenticeship**
 - How have you expanded your skills, responsibilities, or contributions beyond the formal requirements of your apprenticeship?
 - Can you give examples of initiatives or projects you took on voluntarily, and what impact they had?
- **Advocacy & Ambassadorship**
 - In what ways have you acted as an ambassador for manufacturing apprenticeships?
 - Have you taken part in outreach, events, talks, or peer-support activities that promote apprenticeships?
- **STEM Engagement**
 - What STEM-related outreach activities have you participated in (schools, events, mentoring, demonstrations)?
 - How have these activities encouraged others to consider careers in STEM or manufacturing?
- **Community or Campaigning Work**

- Have you been involved in any community projects, charity work, or campaigning?
What motivated you to get involved, and what did you achieve?
- How has your apprenticeship enabled or inspired your community engagement?
- **Personal Growth & Professional Development**
- What new skills (technical or soft skills) have you developed that weren't originally part of the apprenticeship?
- How have you demonstrated initiative in seeking additional learning or responsibilities?
- **Impact on Workplace & Team**
- Can you describe a situation where you improved a process, solved a problem, or contributed to a team goal beyond expectations?
- How have you demonstrated leadership, teamwork, or influence within your workplace?
- **Innovation & Creativity**
- Have you introduced or suggested new ideas, approaches, or tools during your apprenticeship?
What was the outcome?
- **Inspiring Others**
- How have you supported other apprentices or colleagues during your apprenticeship?
- Have you acted as a mentor, role model, or informal leader within your team?
- **Understanding the Industry**
- How have you deepened your understanding of the manufacturing sector beyond your day-to-day tasks?
- What have you done to stay informed about industry trends, skills demands, or future developments?
- **Future Ambitions**

- How will you continue to act as an ambassador for apprenticeships and the manufacturing industry?
- What long-term impact do you hope to make for your organisation or the wider sector?

Supporting documents

- **TIP – this is your opportunity to show examples of your work to the judges and gives them a sense of who you are.**
- **We would encourage you to upload a short video (up to 1 minute) to help support your application. This could be you speaking to camera, a testimonial from a colleague, or footage of your factory/site/a product you've worked on.**
- **We cannot guarantee that the judges will view any additional items that exceed 1 A4page/1 slide per upload.**
- **Please ensure you reference your supporting documents within your entry form in the relevant areas - you can name each file to make this easier for the judges to identify.**

For further information contact: awards@makeuk.org