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EMPLOYER

INFORMATION GUIDE



**Bord Oideachais
agus Oiliúna Chiarraí**
Kerry Education
and Training Board

Wind Turbine Maintenance Technician (WTMT) Apprenticeship



| www.windturbineapprenticeship.ie



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INTRODUCTION

The National Wind Turbine Maintenance Technician Apprenticeship is for people who wish to pursue a career in the maintenance of large scale commercial wind turbines.

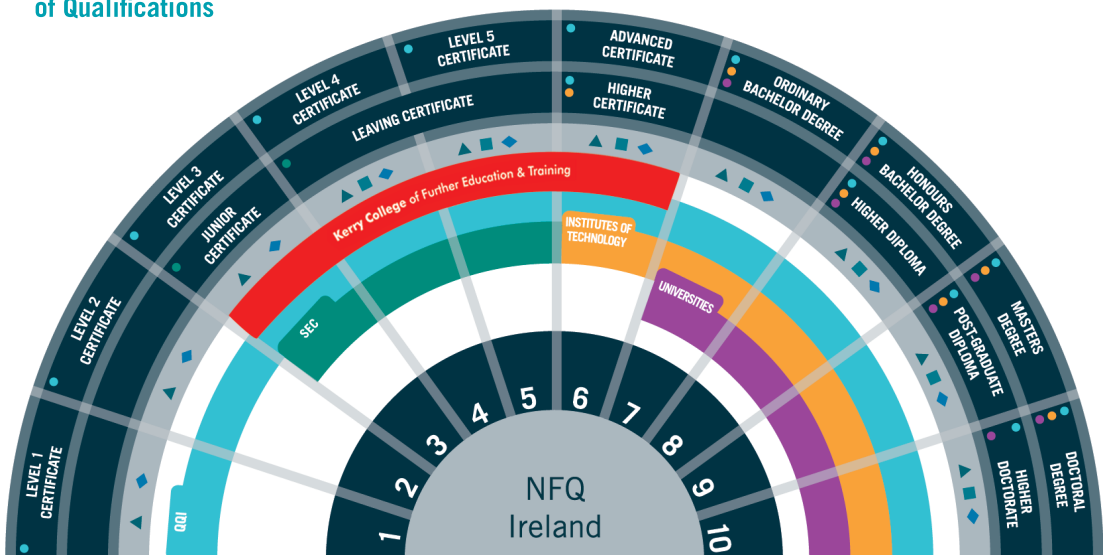
It is designed to meet the needs of the growing Irish Renewable and Sustainable Energy sector. This apprenticeship was developed by a consortium of industry representatives and Kerry Education and Training Board (Kerry ETB) has been appointed as the lead educational provider.

This guide gives employers information on their responsibilities in employing and training a new Wind Turbine Maintenance Technician Apprentice in collaboration with Kerry ETB.



PROGRAMME OVERVIEW

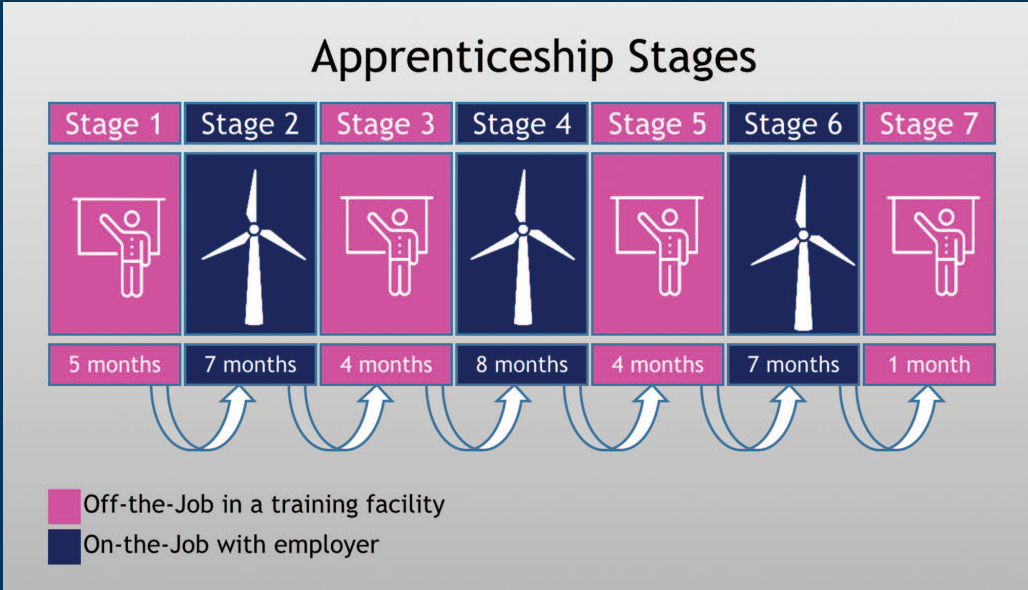
Programme Title	Wind Turbine Maintenance Technician Apprenticeship
Duration	Three years
Certification	Advanced Certificate in Industrial Wind Turbine Engineering
Awarding Body	Quality and Qualifications Ireland (QQI) issues certificates as the awarding body



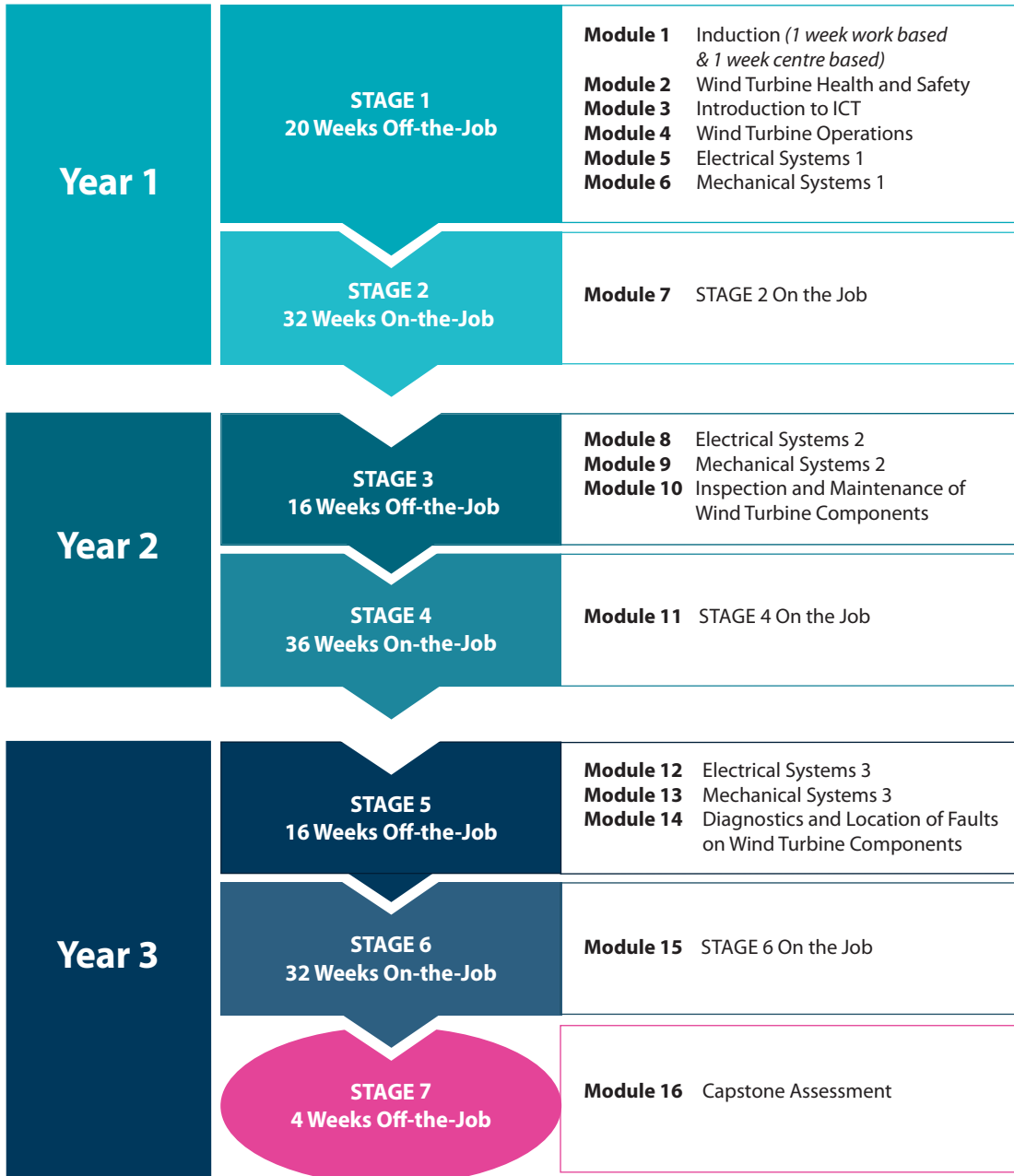
PROGRAMME STRUCTURE

Apprentices will be trained in a progressive manner and will get to put their skills into practice during both on and off the job training stages. On successful completion, the apprentice will be fully competent in the role of a Wind Turbine Maintenance Technician.

The following stages will be completed as part of the WTMT Apprenticeship:



3 YEAR PROGRAMME



EMPLOYERS SUITABILITY TO TRAIN APPRENTICES

- Employer's suitability to train apprentices will be assessed by SOLAS. SOLAS is the statutory regulator for all apprenticeships.
- A SOLAS Authorised Officer will;
 - Conduct a site visit to assess the employers suitability to train apprentices
 - Brief employers on their roles and responsibilities in relation to the on the job elements of the apprenticeship
 - Assess and approve employers to register apprentices, through SOLAS Employer Approval and Code of Practice
 - Maintain apprentices and employer records

THE APPRENTICE

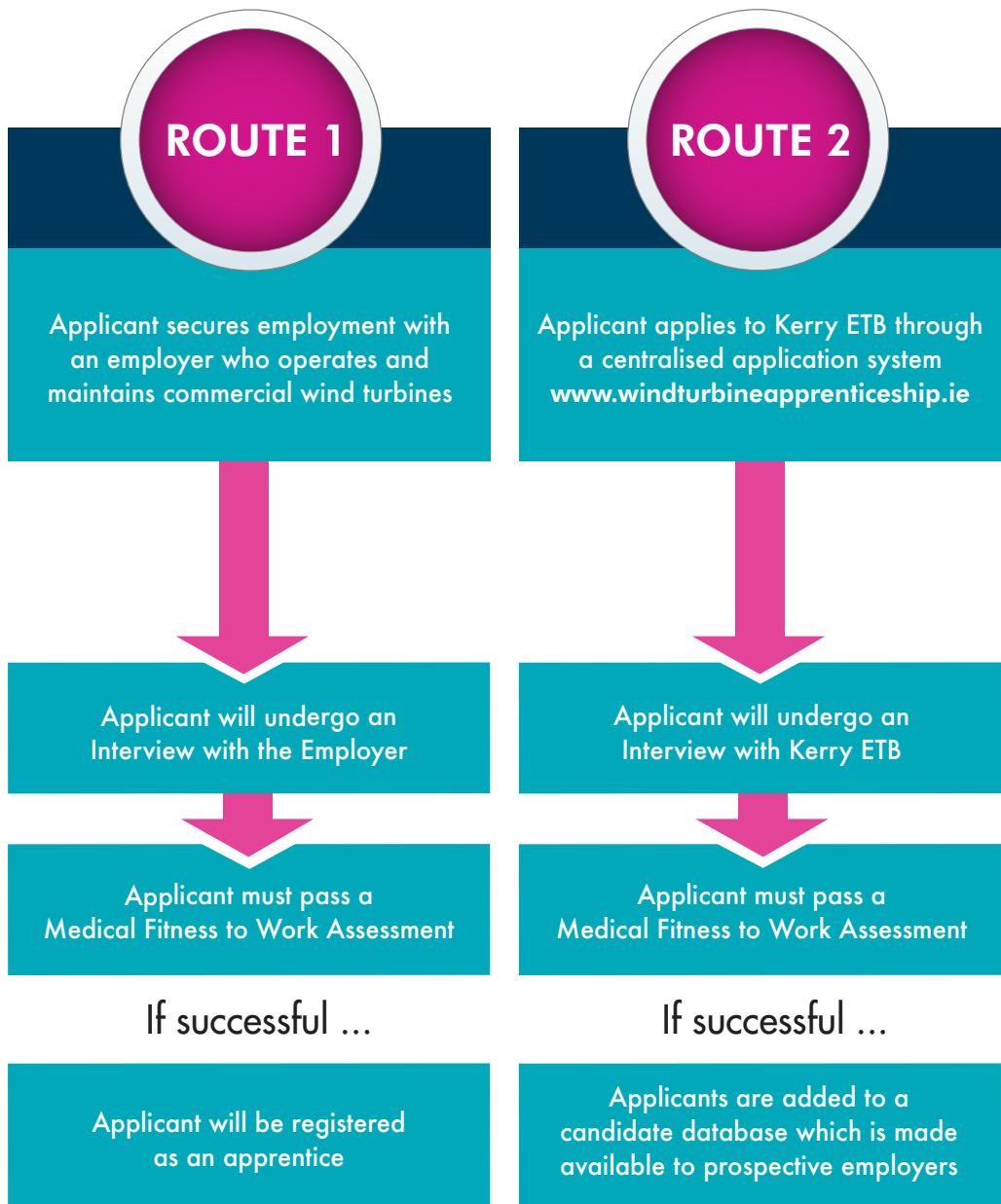
ENTRY REQUIREMENTS

- At least 18 years of age
- QQI Level 4 Major Award (or equivalent), or at least 3 years trade related experience
- Pass Grade in Maths at Level 3 (or equivalent)
- B2 Level of English Language proficiency
- Ability to work at heights of up to 100m is essential
- Excellent colour vision is essential
- Pass a medical fitness to work assessment

NON-STANDARD ENTRY

In a case where an applicant does not meet the educational requirements specified above, they must satisfactorily complete an informative panel interview facilitated by the Programme Manager.

HOW TO BECOME AN APPRENTICE WIND TURBINE MAINTENANCE TECHNICIAN



EMPLOYER RESPONSIBILITIES

RECRUITMENT

It is the employers' responsibility to:

- Recruit the apprentice and present the apprentice for registration.
- Ensure that the apprentice is a suitable candidate for training, is sufficiently knowledgeable about the occupation, and meets the entry requirements for the programme.
- Make the apprentice available for the programme induction process.
- Introduce the new apprentice to the community of practice in the workplace and to ensure that the apprentice is recognised as a novice member of the community.
- To provide individualised support to the apprentice where necessary, especially in the early stages of the apprenticeship.

CURRICULUM

It is the employers' responsibility to:

- Ensure the apprentice is given the learning opportunities required for the programme.
- Ensure the apprentice is freed to take advantage of training opportunities
- Release the apprentice for scheduled training.

MANAGEMENT

It is the employers' responsibility to:

- Appoint one member of staff to act as a contact person for Kerry ETB.
- Ensure that the apprentice keeps continuous records of experience and assessment and makes them available to Kerry ETB.

SUPPORTING THE APPRENTICE

It is the employers' responsibility to:

- Appoint experienced and qualified staff as mentors to the apprentice and to free them for any necessary mentor or assessment training.
- Ensure that the mentor carries out their duties with respect to the apprentice and to Kerry ETB.

EMPLOYER MENTOR

- Provide opportunities to enable the apprentice to achieve the learning outcomes of the programme.
- Facilitate the apprentice's learning in the workplace by shadowing, coaching, observing and guiding.
- Support the apprentice in communicating with the employer on training related issues.
- Support the apprentice in the workplace by ensuring that the apprentice is conversant with the normal work practices and rules pertaining to the occupation.
- Develop a sense of professionalism in the apprentice.
- Attend a mandatory briefing day and Effective Mentoring Skills workshop prior to the apprentice commencing.
- Guide the apprentice in completing his/her programme workbook and when the standard for each task has been reached, sign the assessment sheets.
- Ensure the apprentice uploads all assessment documents and evidence of workplace assessment.
- Communicate with Kerry ETBs Programme Manager on issues to do with the apprentice and the programme.
- Participate in National Programme Board meetings if required and co-operate with reviews of the programme.

USEFUL LINKS

For more information on the Wind Turbine Maintenance Technician (WTMT) Apprenticeship, visit our website: **www.windturbineapprenticeship.ie** or email **apprenticeship@kerryetb.ie**

For more information on Apprenticeship as a career pathway, visit the Generation Apprenticeship website: **www.apprenticeship.ie**

For information on Kerry Education and Training Board, which is the co-ordinating provider of the Wind Turbine Maintenance Technician (WTMT) Apprenticeship, visit the Kerry ETB website: **www.kerryetb.ie**



Equipping learners with the knowledge, skills and competence to inspect and maintain various wind turbine system components, locate and diagnose faults, replace components and reconfigure systems.



**Bord Oideachais
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www.windturbineapprenticeship.ie



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