



Lancashire Young Apprentice  
Ambassador Network

# Newsletter

Issue 1 | September 2016

## Welcome to the first LYAAN newsletter.

The fantastic news is the network is now 44 members strong.

The goal over the next few months is to aim for 100 members so please keep talking to other apprentices you know and encourage them to get involved.

## LYAAN Board

At the last LYAAN meeting on the 27th July 16 the LYAAN Board was formed. It is necessary to have a Board now as the network has outgrown being able to get everyone together every couple of months.

LYAAN members volunteered to be on the Board. At present the following 8 Ambassadors make up the Board:

Aaron Hamilton, Adele Claire Walsh, Crystal Elwell, Luke Pissochet, Maddison Barker, Mohammed Chishti, Portia Taylor-Black and Shannon Jolly.

There are still four more places on the Board available so if you want to be a Board member please email [helen@lancsforum.co.uk](mailto:helen@lancsforum.co.uk), let Helen know you are interested and she will send you further information about the role.

There will be 4 board meetings per year maximum and due to this Board members will only need to do one activity per year. The Board's role is to:

- Communicate to the network.
- Get ideas, opinions and feedback from the network.
- Plan the network's training and development.

## Induction Sessions

Induction sessions will happen several times a year. If you have volunteered to be an ambassador but haven't been able to come to any of the meetings so far, please email [helen@lancsforum.co.uk](mailto:helen@lancsforum.co.uk) to let us know you are interested in coming to an induction session.

## Training and Development

To support you in your role as an Ambassador we would like to offer you free training and development opportunities where possible.



**The next Board meeting is Monday 10th October 2016, 2:00pm to 3:30pm.**

The next Board meeting is being hosted by Forbes Solicitors at their office in Preston City Centre - Forbes Solicitors, Ribchester House, Lancaster Rd, Preston PR1 2QL



## Network Training

**Venue: Forbes Solicitors, Ribchester House, Preston, Lancashire. PR1 2QL**

**Date: Monday 10 October 2016, 4pm – 7pm**

The team at Forbes Solicitors use networking skills as part of their daily role and this vital skill has seen Forbes Solicitors expand to being one of the largest regional law

firms in the North of England. On 10 October 2016, Forbes Solicitors, are delivering a Networking Skills training session at their Preston branch and they are offering 20 places to Lancashire's Young Apprenticeship Ambassadors, to assist in developing this skill for their future, both in their day to day role and as part of being an Ambassador.

Done well, networking can become an enjoyable activity that brings you work and professional relationships from otherwise untapped areas. This Forbes in-house course focuses on the key areas of the entire networking process bringing useful tips and techniques for you to employ before, during and after an event and answering questions such as:

- What is good networking and how do I get better at it?
- Am I at the right networking event?
- What common pitfalls should I avoid when networking?
- What do I do after the event?

This is what others have already said about this training course:

One of the most useful training sessions I have attended!

Useful look at networking and its purpose. Good to hear other people's experiences.

Excellent - good tips.

Really helpful course ... I feel confident to give networking a go now.

### Other information:

- Refreshments and a light buffet will be provided.
- Please note, there is no parking available on the premises. Nearest car park: Market Hall Car Park, Preston.

### Book your place

There are 20 places and will be allocated on a first come first served basis. Please email [helen@lancsforum.co.uk](mailto:helen@lancsforum.co.uk)

### What have you been doing?

Let us know if you have been out and about promoting apprenticeships, please email [helen@lancsforum.co.uk](mailto:helen@lancsforum.co.uk)

## Communications

### Newsletter

The plan is to publish a newsletter quarterly. In future editions we would love to include what LYAAN members have been up to promoting Apprenticeships around Lancashire, as well as letting you know when there are induction sessions and training on offer.

### Facebook

We are in the process of setting up a LYAAN Facebook group, this will be another way for you to get news and also to keep in touch with each other. We will send you details about how to join the group soon.

### Website

There are also the LYAAN [website pages here](#).

With your help these pages will grow and showcase the amazing work you'll be doing promoting apprenticeships.

You can get the following documents from this page:

- Nomination Form
- Role of and Ambassador
- Why be an Ambassador?

### Looking after yourself

Remember if you use your car to go to any events/activities your car insurance needs to cover you for business use.