

## Apprenticeship Case Study

**Katy Helm**

**L3 Data Essentials**  
**Community Infection Prevention**  
**Control Team**



**What were you doing in terms of career/education prior to your apprenticeship?**

I was already working in current role as admin and secretarial support for the IPC Team

**What made you apply to undertake this apprenticeship?**

I applied to start my apprenticeship to support my professional development by increasing my knowledge and skills in my present role and to support me with potential future career opportunities too.

**What kind of support do you have from others whilst undertaking your apprenticeship? (e.g. College, uni, managers or peers)**

I have support from an online education provider platform and tutor from the apprenticeship provider, support from my line manager and team and including support to be released for protected learning time during each working week.

**What is the best thing about your apprenticeship?**

Learning new skills

**What is the most challenging part of your apprenticeship?**

Time management, in respect of balancing the demands of the apprenticeship is challenging and it can be challenging sometimes knowing this can impact on the teams workload capacity too.

**How do you feel your apprenticeship has/or will influence your career path or future goals?**

Being able to share the workload more with the team as my knowledge and skills develop and being able to take what I've learned back to the team and introduce new ideas including methods of data collection and analysis.

**What advice would you give to others who were considering applying for an apprenticeship?**

I'd say plan time well in advance of task completion dates, don't be afraid to ask for/take your protected learning time as it's an important part of the apprenticeship.