

## Hints & Tips for Applicants

- Take a look at the case studies on the ROH website which are written by current and previous apprentices. These will give you an idea of what is involved in the recruitment process, and what it is like to be an apprentice at the ROH.

<http://www.roh.org.uk/learning/young-people/apprenticeships/apprenticeships-case-studies>

- Watch the films on the apprenticeships page of the ROH website. These will give you a further insight into what it is like to be an apprentice here and if it is the right path for you.

<http://www.roh.org.uk/apprenticeships>

- The advert for each apprenticeship will give the dates that interviews and / or work trials will take place. Ensure that you will be available to attend on these dates. Not all candidates will be invited back for final interviews or work trials, but make sure you are available should you be successful in getting through to the next stage.
- After the applications close on June 6<sup>th</sup>, don't expect to hear from us straight away. It could be at least 2-3 weeks before you are contacted if you are being invited for a work trial or interview. You will always hear at least a few days before the published interview / work trial dates to allow you to make travel arrangements.
- Where the apprenticeship involves attending college, the name and location of the college will be on the advert. Make sure this is somewhere you are able and willing to travel to.
- All of the apprenticeships start on Monday 3rd September 2018 and last for 2 years (3 years for Stage Engineering and Scenic Metalwork)). Make sure that you are able to start on this date, and can commit to the full length of the apprenticeship.
- Give yourself plenty of time to complete the application form so that you do yourself justice. Don't be afraid to give examples from your hobbies, clubs or school activities. We are not necessarily looking for any experience in a workplace.
- Remember that the apprenticeship is designed for people who are passionate about pursuing a backstage career, but who still have lots to learn! You will be given plenty of support by your college, department supervisors and the apprenticeship team managers.
- We want you to have an excellent experience if you are asked to come for an interview. So if you have any access requirements it is very important that you let us know on the application form so that we can make any necessary arrangements.
- If you require any reasonable adjustments to effectively complete your apprenticeship you should discuss this with the interview panel, if you are uncertain about what is 'reasonable' you can contact our HR team [hr.recruitment@roh.org.uk](mailto:hr.recruitment@roh.org.uk)