

Our  
future.  
It's in  
our hands.

# How to make The Skills Pledge



For more information about making the  
Skills Pledge call **0800 015 55 45** or visit  
**[lsc.gov.uk/skillspledge](http://lsc.gov.uk/skillspledge)**





## Why make the Skills Pledge?

'The UK is on track to achieve undistinguished mediocrity' if it fails to upgrade the skills of its workforce by 2020. This was the view of the Leitch Review of Skills: *Prosperity for all in the global economy* (the UK skills audit, published December 2006), which also said that if we don't improve our skills, our economy will shrink and our standard of living will fall. In short, our very way of life would be at stake.

To realise our ambitions, we need to forge a new partnership between employers, employees and government to drive up skills in the workplace. That partnership needs to be driven by a shared understanding of the value of skills, and a shared ambition; we are committed to delivering our skills ambitions through that voluntary partnership approach. The Skills Pledge demonstrates that partnership.

## What is the Skills Pledge?

The Skills Pledge is a voluntary, public commitment made by an organisation to invest in the skills of its workforce. It's a promise that, through training, the employer will work to boost the productivity and efficiency of their organisation and realise the potential of their employees by developing their basic skills and working towards relevant, valuable qualifications to at least Level 2 – the equivalent of five good GCSEs, grades A-C.

The organisation carries out an assessment of skills and training priorities for all its employees and considers how this will help them to achieve the organisational objectives. This assessment will usually be supported by an organisational needs analysis or a 'training needs' diagnostic. Help with the diagnostic is available, through a skills broker.

## Who makes the Skills Pledge?

The Skills Pledge is open to organisations of all sizes in England in the private, public and voluntary sectors and is a corporate commitment made by the leader of the organisation, on behalf of the organisation.

## The benefits of making the Skills Pledge

In its first year since launching in June 2007, the Skills Pledge has helped over 4,500 organisations improve the career development opportunities of 4.5 million employees across the country, helping them to attain the skills they need to succeed.

As well as understanding the general benefits of training, employers appreciate that making the Skills Pledge will also help to unlock the potential of their workforce and can result in a range of business benefits, including:

- free expert advice on business and skills
- higher productivity and efficiency levels
- improved levels of customer service
- a motivated workforce
- higher retention rates
- being an employer of choice
- a positive perception by others – clients, employees, community and competitors.



## The following four-stage journey outlines the Skills Pledge process:



### Stage 1 — Making the Skills Pledge

The organisation makes its Skills Pledge commitment and receives a Skills Pledge certificate by post.



### Stage 2 — Diagnostic

The organisation carries out an assessment of skills and training priorities for all its employees and considers how this will help to achieve the organisation's objectives. This assessment will usually be supported by an organisational needs analysis or a 'training needs' diagnostic. Help with the diagnostic is available, should the employer want it, through a skills broker.



### Stage 3 — Action plan

The organisation develops an action plan to deliver its Skills Pledge commitment. This sets out its priority skills and qualifications, numbers of staff to be involved, timescales and broad schedule of activity, plus how progress will be monitored and reviewed. A skills broker can help identify which employees and qualifications are eligible for partial or full funding or other subsidies, which qualifications will add most value, and which training providers can best meet their needs.



### Stage 4 — Implementation and achievement

The organisation implements its action plan and works towards achieving milestones. The employer will also identify new actions while striving for continuous improvement and business success through realising the potential of its employees.

Please keep us informed of your progress and achievements by contacting your skills broker or by emailing us at [skillspledge@lsc.gov.uk](mailto:skillspledge@lsc.gov.uk), as we would be keen to showcase your success and work with you to add your story to our portfolio of case studies, as well as producing a joint press release or involving your organisation in one of our events.

# Are you ready to commit to the Skills Pledge and commit to success?

Choose your next step from either of these options...

## Online



Make the Skills Pledge online — complete a simple four-stage process independently

Employer accesses online process on behalf of their organisation:

<http://inourhands.lsc.gov.uk/employersSkillsPledgeForm.html>

Employer creates an account

Employer will receive an automated email confirming that their account has been created

Using the link in the confirmation email, the employer registers for the Skills Pledge

Employer makes the Skills Pledge and progresses through the Skills Pledge stages

Each time the employer visits the website, they will need to access their account using their username and password

Throughout the stages, the employer will be able to request support from a skills broker

## Skills broker



Ask for a skills broker to contact you. Your skills broker will provide you with free support to review your training and business needs. When you're ready, the skills broker will help you through each stage of the Skills Pledge process. They'll find the right training and training providers for your needs and tell you if you're eligible for partial or full funding or other subsidies. Together, you'll identify your skills needs and develop an action plan.

Employer arranges to speak to a skills broker, either by:

- calling **0800 015 55 45**, or
- completing the online form at <http://inourhands.lsc.gov.uk/employersSkillsPledgeContact.html>

### Online form:

Employer's details will be forwarded to a skills broker

### National helpline:

Employer's details will be sent to a skills broker

Employer will receive a call from a skills broker to confirm contact details and next steps

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Skills broker will support the employer to make the Skills Pledge and progress through the Skills Pledge stages

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