



Team Leader/Supervisor Management Level 3 Apprenticeship

The Team Leader/Supervisor Apprenticeship is for someone who can take responsibility for managing a team or discrete project. They can support, manage, and develop team members, manage projects, plan, and monitor workloads and resources. They can take responsibility for delivering operational plans, resolving problems, and building relationships.

It is applicable to professional team leaders, first line managers and supervisors from all sectors - the private, public or third sector - and all sizes of organisation.

What skills do staff develop?

- Staff develop professional competence in many areas by completing the Team Leader/Supervisor Apprenticeship Standard. These include:
 - Organisational Performance
 - Operational Management
 - Project Management
 - Finance
 - Interpersonal Excellence
 - Leading People
 - Managing People
 - Building Relationships
 - Communication
 - Personal Effectiveness
 - Self-Awareness
 - Management of Self
 - Decision Making
 - Behaviours
 - Takes responsibility
 - Inclusive
 - Agile
 - Professionalism

Also, staff can improve their maths and English skills if they have not already achieved level 2 standards.

Duration

Typically, 13-16 months

Regular attendance at training sessions. Use of bespoke virtual learning environment and face to face meetings arranged with nominated management coach.

Eligibility / Entry requirements: Aged 16-60 years. Passionate about your career in Management

Minimum 95% funding covered by Government in many cases 100% talk to us re-funding at contact below

Structure of Apprenticeship

Phase 1 Initial assessment

The **initial assessment** is a pre-course review to plan the candidate's training programme. Specifically, it provides the scope to develop a tailored programme which allows the candidate to acquire and practice the particular skills they need for the job role.

Phase 2 Training

Here, the apprentice undertakes a programme of on and off-the-job training which develops the skills of a competent team leader. Training fits round around working routines. MT+ trainers are on hand to offer ongoing support.

Phase 3 Gateway

The **Gateway** is a review stage towards the end of the apprenticeship when apprentice, employer and MT+ trainer get together to see if any additional training or skills practice is needed.

Phase 4 End Point Assessment

The apprentice is assessed by an independent organisation to see if they have reached the required standards.

Progression options after an apprenticeship

On completion, apprentices may choose to register as Associate Members with the Chartered Management Institute and/or the Institute of leadership and management, to support their professional career development and progression.

Call: 07789 930837 for further information or email: lesley@managementtrainingplus.com