



NCFE Level 3 Team Leader/Supervisor Apprenticeship

The objectives of this qualification are to help learners to: focus on the study of management within different occupational areas, demonstrate the skills, knowledge and behaviours they will need to operate as a successful team leader/supervisor, develop skills and knowledge in a range of areas relevant to their role, such as leading and managing people, building relationships and communication, operational and project management, finance and personal effectiveness.

What knowledge will be gained?

The qualification is formed of mandatory units. All units within this qualification are vocationally based, directly helping you to develop the knowledge and skills required to work in a variety of settings within team leading and supervisory roles. The content is also aligned with the knowledge and skills required for the Team Leader/Supervisor Apprenticeship Standards. The Standard is formed of core units that develop knowledge and practice skills which are affiliated with the Diploma.

How is the course assessed?

The course is assessed using a range of methods, including observation, and is usually completed within 12-18 months. A portfolio of evidence is gathered to demonstrate competencies and knowledge. You will be allocated an assessor who will support you through your learning journey.

What are the benefits?

- *Achieve a nationally recognised Level 3 qualification
- *Personal & professional development
- *Increase your knowledge and awareness
- *Gain positive working relationships
- *Improve your interpersonal skills
- * Learn at a time that suits you without the need to attend college

What will be studied?

Learners are required to successfully complete 9 mandatory units as follows:

- **Unit 01: Leading people**
- **Unit 02: Communication**
- **Unit 03: Managing people** **Unit 04 Building relationships**
- **Unit 05: Operational management**
- **Unit 06: Project management**
- **Unit 07: Managing finance**
- **Unit 08: Self-awareness and continuous development**
- **Unit 09: Decision making**

The Apprenticeship Standard conclude with an End Point Assessment following the completed portfolio of evidence. Maths & English will also be required where not already obtained prior to enrolment.

Who can apply?

Apprenticeship courses are government and/or employer funded. For more information please contact us on the details below.

Learners should be at least 16 years old and will need to be working, volunteering or on practical placement to be able to show competence in both knowledge and skills.

Contact:

Angie Smith
07944 389077
angiecerts4care@gmail.com

Emma Wright
07773 945455
emmacerts4care@gmail.com