

Introduction to **Level 4 Associate Project Manager**

Become a skilled Project Manager with our Associate Project Manager Apprenticeship standard. Work with our highly experienced Trainers and Tutors, who all have extensive industry experience, to develop your knowledge and skills.

The Associate Project Manager Apprenticeship is suitable for those who manage projects to ensure they are successful. The Project manager needs good planning, organisation, leadership, management and communication skills.



Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer.

Functional Skills

Apprentices who have not achieved an A*-C GCSE (or equivalent) in mathematics and English GCSE are required to gain Functional Skills in English and mathematics at Level 2 as part of this apprenticeship.

Apprenticeship in Brief



Facts

- ◇ The programme is designed to develop the knowledge, skills and behaviours required to be an effective project manager. We will support you in applying your knowledge and skill into your day-to-day work and help you to evidence the impact that this is having. .
- ◇ Upon commencement, apprentices may become student members of the Association for Project Management (APM) as the first step of professional membership. Apprentices will be eligible for progression to associate membership upon successful completion of the apprenticeship. Full membership can be attained through further experience and professional development.



Funding

£6000



Delivery Approach

There will be a mix of face-to-face interactions, as well as virtual and digital learning with ongoing support from your Tutor.



Qualifications Gained

Level 4 Associate Project Manager Apprenticeship
APM Project Management Qualification



End Point Assessment

- ◇ Assessment method 1: Presentation supported by a portfolio of evidence
- ◇ Assessment method 2: Professional discussion supported by a portfolio of evidence

What themes are involved in this standard?

- ◇ Project management
- ◇ Governance and project lifecycles
- ◇ Stakeholder and communications management
- ◇ Risk and issue management
- ◇ Quality and resource management
- ◇ Collaboration and team work
- ◇ Drive for results

Apprenticeship Journey

Time on programme

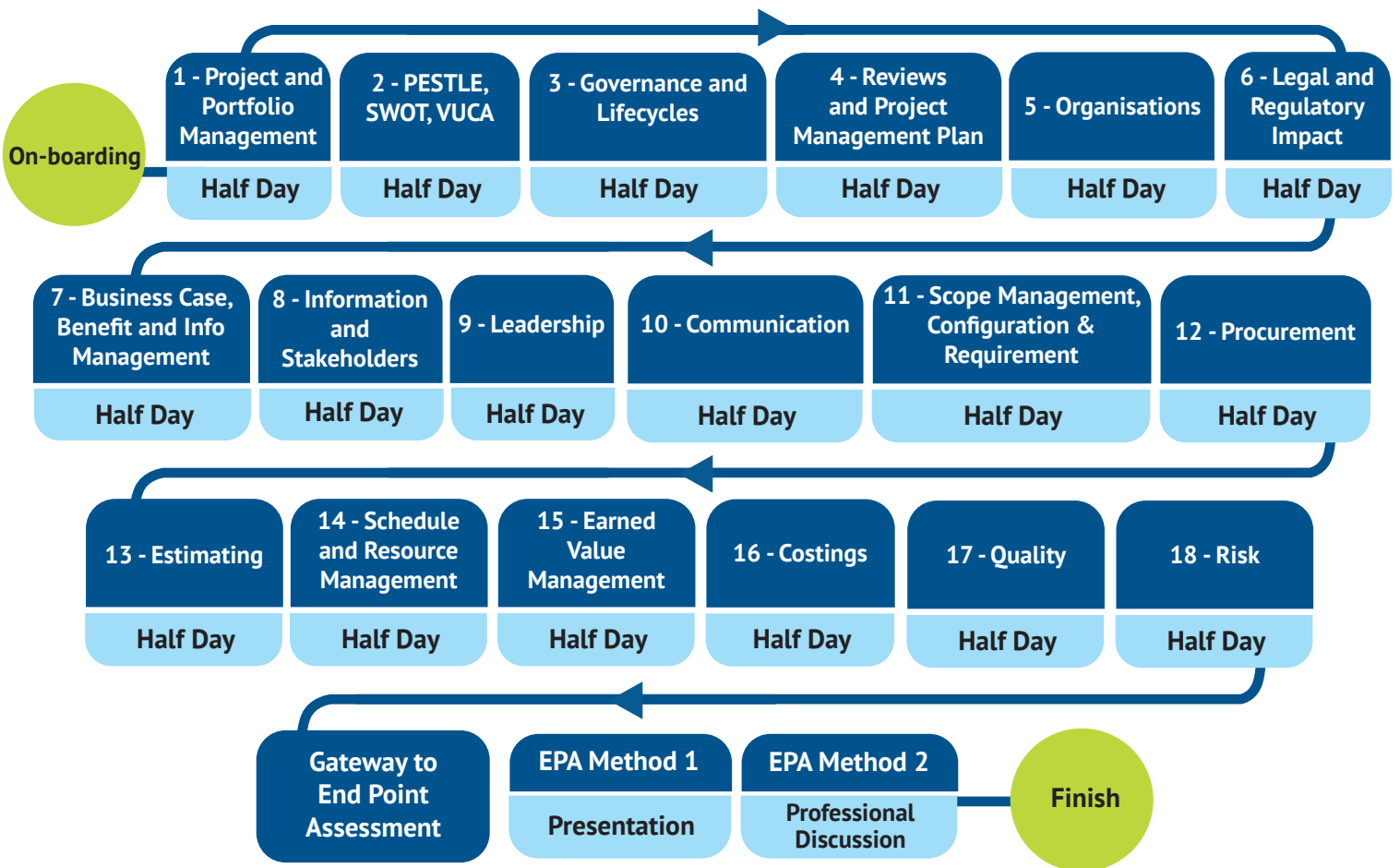
You will typically spend 18 months undertaking a detailed programme of learning and development managed by your employer and training provider. You will attend a series of training sessions with your Tutor and Trainer, which is classed as off-the-job training. You will also be trained whilst in the workplace by your employer, this is called on-the-job training.

Gateway

Once your manager and tutor agree that you are ready for the end point assessment and you have achieved all required elements, you will progress through the gateway to undertake the end point assessment methods listed above.

End-Point Assessment

This will typically last 2 – 3 months and will involve you completing each assessment method.



Apprenticeship Grading

The final grade is based on the performance in both of the assessment methods. Five learning areas are scored at the presentation, and ten further learning areas are scored at the professional discussion. All 15 learning areas are scored out of five with a maximum score of 75.

The available grades for this programme are **Fail, Pass and Distinction**.