

Introduction to **Level 5 Operational / Departmental Manager**

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

The Operations or Department Manager Apprenticeship is suitable for those who manage teams and/or projects. Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, managing change, financial and resource management, talent management, coaching and mentoring.



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 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.
- ◇ On completion, Level 5 Operational Manager 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.



Funding

£7000



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 5 Operations or Departmental Manager Apprenticeship



End Point Assessment

- ◇ Professional discussion underpinned by a portfolio of evidence
- ◇ Project proposal, presentation and questioning.

What themes are involved in this standard?

- ◇ **Developing Leadership Agility**
- ◇ **Your perception vs My Perception**
- ◇ **Operational Leadership**
- ◇ **People Matter**
- ◇ **Coaching**
- ◇ **Business Development and Continuous Improvement**
- ◇ **Project Initiation & Implementation**
- ◇ **Leading People Through Change**

Apprenticeship Journey

Time on programme

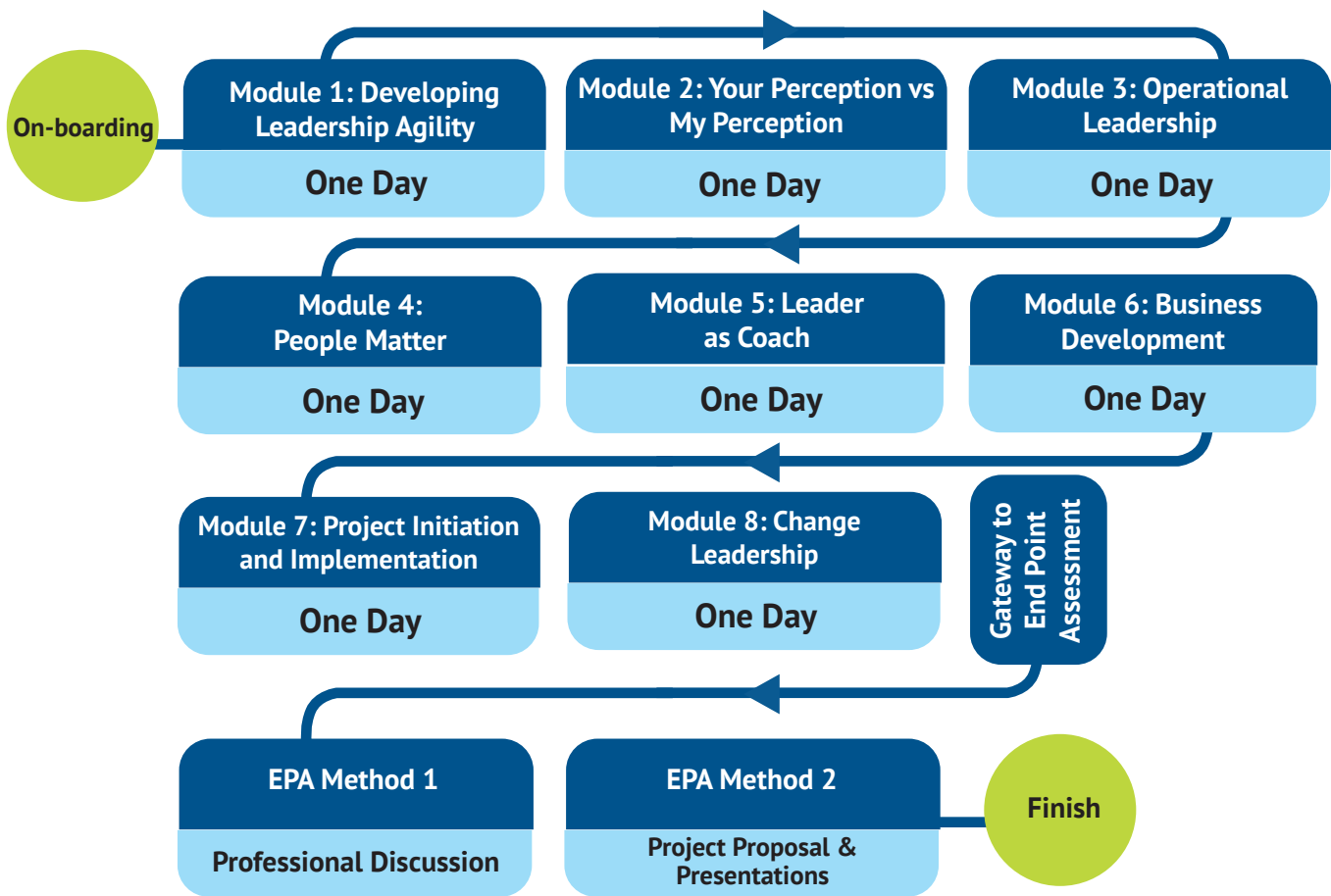
You will typically spend 15 months undertaking a detailed programme of learning and development managed by your employer and training provider. You will attend a series of training sessions with your Tutor and Trainer, which is classed as off-the-job training. You will also be trained whilst in the workplace 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 and they carry equal weighting.

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