

Apprenticeships in

# Leadership & Management

Intermediate // Advanced



The Intermediate Apprenticeship is well suited to individuals working as new or aspiring team leaders. As a result of undertaking the Apprenticeship, you will gain the knowledge and skills required to be successful in your own job role. The Advanced Apprenticeship is designed to help you become more confident and effective in your management role through development of management skills and knowledge.

### What qualifications, experience or skills do I need?

At Intermediate level, you should work in a team leader role, whilst at Advanced level, you should have experience of working in a managerial role. You should have excellent communication and organisational skills and have effective ICT skills including knowledge of Microsoft Office applications.

### What is the expected duration?

Intermediate – 12 months minimum Advanced – 18 months

#### How will I be assessed?

You will be assessed in the workplace through observations, witness testimonies and personal statements, overseen by an Assessor. This information will be incorporated into an e-portfolio giving evidence of competency in your job role.

## **Progression from this Apprenticeship and future prospects**

When you have achieved the Intermediate Apprenticeship in Team Leading you can further develop your managerial skills and knowledge by progressing to study the Advanced Apprenticeship in Management. When you achieve the Advanced level you may progress to study leadership and management qualifications at a higher level.



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