

Management Acumen Programme (Team Leader Apprenticeship Standard)

DURATION

16

MONTHS

The management acumen programme is suitable for you if you are a first line manager or team leader in a company of any size in the private, public or voluntary sector.

A team leader is found in organisations where there is a need for first-line management and support for teams and senior management.

The management acumen programme enables you to provide leadership with operational and project responsibilities and analyse your leadership and management skills to identify how you can improve the results of your team.

The programme begins with you understanding how different performance management techniques can improve your ability to manage objectives and team performance. You then choose in which order to complete the remaining duties to improve your knowledge and skills throughout the duration of the programme.

How we deliver this Apprenticeship

This programme is delivered on a one to one basis in your workplace or remotely by your own dedicated expert Leadership and Management Coach.

They will meet with you every month (face to face or virtually) to provide training and coaching, to help you develop new knowledge and skills, and guide you through the programme.

You can access further support from a wide range of industry leading, on-line resources by the Institute of Leadership and Management which will help you gain new ideas and insights regarding the latest management tools and techniques. These are accessible from any wifi-enabled device.

Your Leadership and Management Coach will then assess your competence by observing you applying the new skills at work and helping you develop a portfolio of evidence to demonstrate how you have met the requirements of the programme.

Qualifications included in this Apprenticeship

- Level 3 Team Leader Apprenticeship Standard
- ILM Level 3 Award in Leadership and Management

Functional Skills

- Level 2 Functional Skills in English and maths (if required)



Programme content

- How to set, monitor, and manage objectives and performance which link to organisational outcomes
- Manage resources to deliver tasks within budget and targets
- Contribute to the training and ongoing development of your needs and the needs of the team
- Collate and interpret data and share outputs with stakeholders to support decision-making
- Contribute to projects, initiatives, and your implementation to achieve organisational goals
- Monitor and apply operational policies, relevant legislation, and regulation, and make recommendations to ensure your compliance and the compliance of the team
- Identify, assess, and monitor potential risks, and support the mitigation of risk within the organisation
- Contribute to change and support others through change
- Support the development and implementation of sustainable operational plans to achieve organisation goals
- Lead and manage the team to ensure the application of Equality, Diversity, and Inclusion principles
- Collaborate and build relationships with stakeholders to identify and support improvement opportunities
- Communicate information to drive operational activities and improve organisational performance
- Manage the team and resources to reduce carbon footprint and reduce business costs

End Point Assessment

Once you, your manager and your Leadership and Management Coach feel you are ready you will be put forward for an Assessment with an agreed external End Point Assessment Organisation.

The End Point Assessment will include a presentation with Q&A and a professional discussion underpinned by a portfolio of evidence. Your dedicated Leadership and Management Coach will fully prepare you throughout the programme to ensure you have the confidence and necessary skills to meet the requirements of End Point Assessment.

What Ofsted said about our programmes at our last inspection:

“Apprentices value their training programmes; they are motivated to complete their planned actions and make progress in their careers. They enjoy their learning, and most exceed their own initial expectations of what they can achieve”

Closing the gap between performance and potential

For more information contact us at:  029 2079 9133



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