

Management

Level 5 Operations/Departmental Manager Apprenticeship Standard

Take your knowledge to the next level and apply cutting edge concepts to professional situations.

1

Who is this qualification for?

Level 5 Managers are responsible for everything from creating and delivering operational plans, managing projects, leading and managing teams, managing change and financial and resource management. Responsibilities also include talent management, coaching and mentoring. Roles may include Operations Manager, Regional Manager, Divisional Manager, Department Manager as well as other specialist managers. A suitable candidate is someone who manages teams or projects and is responsible for achieving operational or departmental goals and objectives as part of their organisation's strategy. They are accountable to a more Senior Manager or business owner and work in the private, public or third sector in all sizes of organisation.

2

The Journey

There are three key stages to the delivery of the Apprenticeship:

- On Programme
- Gateway
- End Point Assessment (EPA)

3

On Programme

This is the substantive part of the Apprenticeship and includes both



Gateway

The Gateway is the opportunity for the provider and the employer to agree whether the Apprentice is ready to take their EPA. Considerations for this are:

- Has the Apprentice been on programme for a minimum of 12 months?
- Has the Apprentice completed their level 2 English and Maths qualifications?
- Has the Apprentice been assessed against all of the knowledge, skills and behaviours?
- Has the Apprentice had the opportunity to take mock tests and practice interviews?

on-the-job and off-the-job training and assessment. During this stage the learner will develop skills, knowledge and behaviours as outlined in the two-part Standard. One of the key features of the Standard Apprenticeship is flexibility. Providers and employers now have more choice in how they deliver the On-Programme component of the Apprenticeship. A blend of resources and employer/provider designed materials are used to deliver bespoke Apprenticeship programmes that meet the needs of employers and learners.

4 Study Mode

Our provision is delivered through a mixture of face-to-face visits, e-learning and live or recorded webinars. Learners have 24/7 access to course materials and resources. This minimises travel and time out of the office.

5 Entry Requirements

The entry requirement for this Apprenticeship will be decided by the employer but will typically be five GCSEs at Grade C or above. Learners must be in a job role relevant to the Apprenticeship. Learners without existing qualifications in English and Maths at Level 2 must achieve this prior to EPA.

6 Link to professional registration

Completion of this Apprenticeship will lead to eligibility to register as full members with the Chartered Management Institute and/or the Institute of Leadership & Management, and those with 3 years of management experience can apply for Chartered Manager status through CMI.



End Point Assessment

The EPA for the Operations/ Departmental Manager Apprenticeship is made up of 4 components:

- Knowledge test using scenarios and questions.
- Structured competency based interview.
- Assessment of portfolio of evidence.
- Professional discussion related to CPD activity.

The EPA is carried out by an independent Apprentice Assessment Organisation (AAO). Riverside will advise and engage with a suitable AAO on behalf of the learner and employer.



Duration

Typically this apprenticeship will take 18 - 30 Months



Funding Cap

£9,000

To find out more about our courses call us on
01432 359 244

 RiversideTrainingLtd

 RiversideQuals

 Riverside Training