



Group Horizon
LIGHTING UP YOUR FUTURE

Team Leader / Supervisor

This Apprenticeship teaches you the skills to be an effective leader and can be applied to hundreds of job roles across many different sectors, from small businesses to large corporations

About this programme

The Apprenticeship is suitable for those who are, or wish to become, Team Leaders and/or Supervisors. This includes individuals who are at the start of their career as well as those who may already have developed practical experience but wish to develop their theoretical understanding of management skills further. A Team Leader/Supervisor is a first line management role, with operational/project responsibilities or responsibility for managing a team to deliver a clearly defined outcome. Working in the private, public or third sector and in all sizes of organisation, specific responsibilities will vary, but the knowledge, skills and behaviours needed will be the same whatever the role.

Location and duration of training

This training programme will be delivered on your company site or through online sessions and take up to 18 months to complete.

Qualifications included

On successful completion of this programme individuals will receive;

- *Team Leader / Supervisor Apprenticeship at Level 3*
- *CMI Level 3 Diploma in the Principles of Management and Leadership*



GHL v3 April 2020



What are the entry requirements?

Individual employers can set the selection criteria for their Apprentices, though most will be expected to hold 5 GCSEs at grade C or higher. Prior experience may also be considered. Apprentices should have achieved qualifications in English and Mathematics at a minimum of level 2 or equivalent. Where this is not the case, Apprentices must complete these by the end of their programme.

How is this Apprenticeship Assessed?

Trailblazer Apprenticeships are required to have an end-point assessment that is carried out by an independent body. Apprentices must pass the end-point assessment in order to achieve the Apprenticeship certificate. The end-point assessment for the Team Leader/ Supervisor Apprenticeship involves a review of the Apprentice's portfolio of evidence which is collated during their work/ study time; an externally set knowledge test; and an interview/ competency based discussion relating to the Apprentice's Continual Professional Development Log.

Membership with Chartered Management Institute (CMI)

Apprentices will receive free Membership to the Chartered Management Institute (CMI) for the duration of this programme.

Membership benefits include;

- **Access to information and guidance** - instant access to information through CMI's online multi-media knowledge base, ManagementDirect.
- **Professional Recognition** - CMI membership gives you a post nominal (Associate grade upwards) that signifies you are dedicated to your profession and continued profession development. Add this to your CV, business card and email signature.
- **Networking opportunities** – Make valuable business contacts at our frequent events around the UK.
- **News updates** - Receive the Professional Manager magazine and keep on top of everything that's going on.
- **Mentoring support** - Through CMI mentoring, experienced managers and leaders share their skills and experiences to help members further develop their management skills.

Next Steps and Progression Pathway

Those that successfully complete this pathway may progress onto an advanced qualification or Apprenticeship.

Why Group Horizon?

Group Horizon provide a specialist range of training and workforce development programmes. Our nationwide offer includes Apprenticeships, Functional Skills, Adult Short Courses and Skills Development Programmes. Group Horizon's training is designed to be hands-on, teaching transferrable skills that can be used immediately in the workplace.

For further information please contact Group Horizon

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