

Operations Manager Apprenticeship

Course Overview

This apprenticeship has been developed to prepare you for a departmental or operational manager role. The operational/departmental management role complements the role of other business and management professionals: one of the job's primary responsibilities is to provide effective leadership and management of the organisation and its employees. Operational and departmental managers may work in a variety of environments and ensure the development of the overall organisational strategy and how this is implemented. The apprenticeship reflects all aspects of operational and departmental management responsibilities and duties as such and will provide you with the level 5 Operations/Departmental Management Apprenticeship national standard.

What you will learn

The level 5 apprenticeship programme will require you to develop your skills, knowledge and behaviours in a commercial environment and achieve a series of standards to prove your competence in leading and managing people, building relationships with stakeholders, strategic operational management, financial awareness, project management, communication skills and team working. In order to achieve all of the competencies, the programme will be over two years. Learning is portfolio-based and assessed in the workplace. This is delivered via e-learning and classroom delivery with support from your trainer/assessor. You may also be offered additional support to complete functional skills if you haven't achieved a level 1 or 2 qualifications in both maths and English.

In the second year of the apprenticeship you will continue to develop your skills, knowledge and behaviours in leading and managing people, building relationships with stakeholders, strategic operational management, financial awareness, project management, communication skills and team working. You will also undertake a work-based business project, continue to develop your portfolio of evidence and prepare for your independent end-point assessment.

Entry Requirements

Ideally, maths and English GCSEs at grade 4/C or an equivalent qualification are required. In order to be selected for this apprenticeship, you will also need excellent communication skills and the ability to work with many different professionals in a typical business environment. IT literacy is important to use the software in the workplace. Finally, you must have the drive to complete the demands of the apprenticeship course and become a qualified management professional. You will also need to demonstrate the commitment to learning while working and spending 20% of your working hours completing off-the-job training.

How you will be assessed

Assessment for this apprenticeship is largely via a portfolio of evidence gathered at work. You will also be regularly visited at work by your trainer/assessor from Leicester College, who will support you to achieve the standard required. Towards the end of your course, you will undertake an End-Point Assessment (EPA) process that includes a portfolio showcase, a knowledge test, a competency-based interview, an assessment of a work-based project and related presentation and a professional discussion based on your development conducted by an independent assessor.

Course Fees

You may be subject to additional costs of the end point assessment if the apprentice fails with an agreement with the employer first time round.

Course Progression

Following on from this apprenticeship you will be eligible to enrol onto the level 6 Chartered Management Degree Apprenticeship (CMDA). This could also lead to permanent employment with your apprenticeship employer (around 70% of apprentices who successfully complete their course stay with the same employer) or you could find work in a specialist role within an industrial or commercial sector.

What Happens Next

You can express your interest for this apprenticeship by completing a Leicester College application form or alternatively you can apply for one of our live apprenticeship vacancies via the college website. Our apprenticeships can also be found on the government's apprenticeship site, gov.uk/apply-apprenticeship. As with any other job application, if you are shortlisted then you will be invited for an interview at the employer's premises. You can apply for as many apprenticeship vacancies as you want.

Course Details

Course Code	P00565
Start Date	Various
Study Hours	Full Time
Duration	24 months
Campus	Freemen's Park Campus
Level	5

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