

## Management Advanced Apprenticeship

The Management Advanced Apprenticeship is ideal for people who are entering a management role, or who wish gain a qualification that formally recognises their skills. You would manage a team and be responsible for its performance, suitable for middle managers and those who have a wider managerial role, which could include recruitment and budgetary responsibilities sector.

### Progression

This qualification forms part of a suite of Leadership and Management NVQs at Levels 2, 3, 5 and 7. Individuals who achieve this qualification will have the opportunity to progress to the Levels 5 and 7 NVQs in Management.

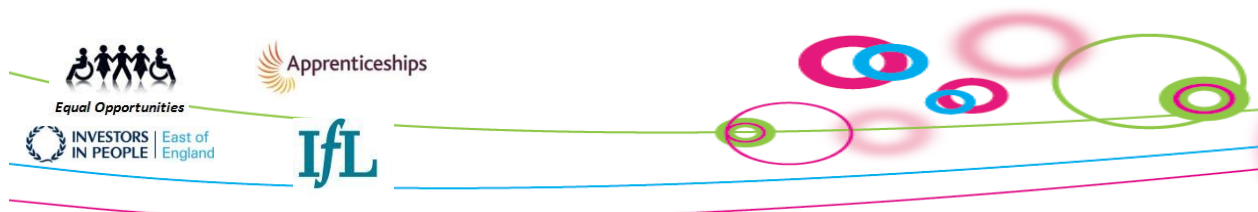
Additionally there are a number of qualifications in other sector areas that will allow suitable progression routes to and from the NVQs. Such areas include Administration, Customer Service and Retail NVQs.

### Apprenticeship Framework

There are a number of elements to each Apprenticeship and this is called the framework. Each Apprenticeship framework has three main strands:

- Competence based element
- Knowledge element
- Skills element

The three strands are sometimes accompanied by additional qualifications to give the most relevant skills and knowledge required for the job.



**Team Leading & Management Framework requirements approved by Management Standards Centre**

<b>Competence Based</b>	Level 3 NVQ Certificate in Management	
QCF Credit Value	25	
Guided Learning Hours	130-165	Time Frame: 12-18 months
Assessment Methods	Portfolio of Evidence	
To achieve this qualification, learners must achieve a minimum of 25 credits. Learners must achieve all the units in Group A		
<ul style="list-style-type: none"> <li>• Manage own professional development within an organisation</li> <li>• Set objectives and provide support for team members</li> <li>• Plan, allocate and monitor work of a team</li> </ul>		
and units to a minimum value of 11 credits from Group B.		

<b>Knowledge Based</b>	Level 3 Certificate in Management	
QCF Credit Value	13	
Guided Learning Hours	60	Time Frame: 18 months
Assessment Methods	Multiple Choice Examination	

<b>Transferable Skills</b>		
Key Skills		Assessment Methods
Application of Number	Level 1	Portfolio & test
Communication	Level 2	Portfolio & test

Employment Rights and Responsibilities	MSC Induction workbook
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For further information or an application form call UK Training & Development on: 01442 230130 or email [marketing@uktd.co.uk](mailto:marketing@uktd.co.uk) Or apply online at [www.uktd.co.uk](http://www.uktd.co.uk)

