



GLP TRAINING

APPRENTICESHIP

Apprenticeships +

OFFER VALID UNTIL END OF 2024

OPERATIONS OR DEPARTMENTAL MANAGER

+ CMI DIPLOMA IN OPERATIONAL MANAGEMENT

Until the end of 2024, enrolments onto our Operations/Departmental Manager Level 5 Apprenticeship, will include the CMI Diploma in Operational Management at **no additional cost**. This course is designed to equip individuals for advanced roles in operations or departmental management.

This comprehensive apprenticeship programme and CMI Diploma combination covers essential topics such as leadership, strategic planning, financial management, project management, and change management. The diploma has been embedded into the apprenticeship delivery schedule to incorporate an effective delivery method.

Upon successful completion of this apprenticeship, apprentices will gain a profound understanding of operations and departmental management. They will be skilled in leading and managing complex projects, teams, and departments effectively. Additionally, apprentices will acquire the capabilities necessary to formulate and implement strategic plans, manage budgets, assess performance, and spearhead organisational change.



Level 5



£0 to £450

Maximum cost for non-levy employers and micro-businesses



15+ months

Approximate on-programme training
(does not include EPA period)



£9,000

Maximum cost/funding for levy employers



Linked to our Leadership and Sustainability Pathway providing career advancement and progression opportunities.





Knowledge

- Understand operational management approaches and model
- Know how to set up and manage a project using relevant tools and techniques
- Understand business finance: how to manage budgets, and financial forecasting
- Understand different leadership styles, how to lead multiple and remote teams
- Understand approaches to partner, stakeholder and supplier relationship management



Skills

- Self-awareness & management of self
- Planning & prioritisation
- Leading & Managing multiple & remote teams
- Building Relationships
- Problem-solving and decision making
- Managing Change
- Dealing with conflict
- Project Management and Business development tools
- Delegating & giving feedback effectively
- Finance and Data Security



Behaviours

- Drive to achieve
- Inclusive - Open, approachable, authentic, and able to build trust with others
- Agile - Flexible to the needs of the organisation. Is creative, innovative and enterprising when seeking solutions to business needs
- Professionalism



Option to embed **Cranfield School of Management** Credentials

Modules are delivered holistically through-out the programme.


----- 20+ months -----

----- 15+ months -----

----- 5+ months -----

Module 1	Module 2, 3	Module 4	Module 5, 6	Module 7, 8	Module 9	Module 10	Module 11, 12, 13	Module 14, 15	Module 16
Apprenticeship Induction	Developing yourself and others part 1 and part 2	Managing and Leading a Team	Building a Collaborative Approach part 1 and part 2	Understanding the organisation, sector and environment part 1 and part 2	Solving organisational problems and making effective decisions	Project Scope and planning	Project Implementation part 1, part 2 and part 3	Operational Planning part 1 and part 2	End-Point Assessment Preparation
EMBEDDED CMI DIPLOMA IN OPERATIONAL MANAGEMENT UNITS IN EACH MODULE									
	Unit 554 Personal and Professional Development	Unit 549 Developing, Managing and Leading Teams	Unit 550 Stakeholder Relationships Unit 550 Stakeholder Relationships Unit 552 Managing Change Unit 551 Managing a Project	Unit 551 Managing a Project Unit 552 Managing Change	Unit 552 Managing Change Unit 553 Operational Planning	Unit 551 Managing a Project	Unit 551 Managing a Project	Unit 551 Operational Planning	

End-Point Assessment



Portfolio Submission

