

# Management – Higher (Level 5)

**b<sup>d</sup>**

business  
development  
@southport  
college

This apprenticeship develops the knowledge, skills and behaviours required for professionals who manage teams or projects and are responsible for achieving operational or departmental goals and objectives as part of their organisation's strategy

## Why study this course?

- Do you want to progress in management?
- Is there a requirement for you to help your organisation work more effectively to achieve organisational objectives?
- Do you currently have a role that would allow you to develop the skills and knowledge within this qualification?
- Do you currently work in an department or operational management role but do not hold a management qualification?

## Who is the course aimed at?

The course is aimed at employees in roles including Department leader or Manager; Operational Manager; Strategic managers; or in specific lead roles in any type of business or sector. Ideal for those Managing teams and projects in line with a private, public or voluntary organisation's operational or departmental strategy.

## What you will study

You will study a range of units, covering knowledge and skills, drawing on evidence from your own role and work environment. You will study the theory of management and be able to use and apply this to your own role.

Knowledge and Skills you will develop

- Leading People
- Managing People
- Communication
- Operational management
- Project management
- Finance
- Self-Awareness
- Management of Self
- Problem Solving and Decision making

## Behaviours you will develop

- **Taking responsibility:** Drive to achieve in all aspects of work. Demonstrates resilience and accountability. Determination when managing difficult situations. Seeks new opportunities.
- **Being inclusive ; Open,** approachable, authentic, and able to build trust with others. Seeks the views of others and values diversity.
- **Being agile; Flexible to the needs of the organisation.** Is creative, innovative and enterprising when seeking solutions to business needs. Positive and adaptable, responding well to feedback and need for change. Open to new ways of working.
- **Professionalism; Sets an example,** and is fair, consistent and impartial. Open and honest. Operates within organisational values

## Entry requirements

- You will need to complete initial assessments in maths and English and take part in an interview with a member of our Assessment team. Applicants who do not have a Level 2 in these subjects, must achieve this by the end of their programme.
- You will need to be working in an environment that will provide you with the opportunities to learn and develop skills in an operational manager, leadership or senior management capacity.

## How long will it last?

24 – 30 months

## How will it be delivered?

- You will be assigned an assessor who will deliver the ILM Diploma skills component in the workplace.
- You will also attend a fortnightly early evening taught session to develop your managerial knowledge and theory.
- Employment Rights and Responsibilities will be embedded into the qualification delivery.

## Qualifications gained

- Level 5 Diploma for Leaders and Managers (ILM)
- Student membership of the ILM, progressing to full membership upon completion of the course
- Employee Rights and Responsibilities
- Progression to further study
- Higher apprentices, with support and opportunities in the workplace can progress onto:
- Higher education courses including: Degrees in Management and Leadership, Business and Business management
- A wide range of other management, business or other related undergraduate programmes
- With additional training, Higher apprentices may be able to progress to roles including senior manager, department manager or a wider range of managerial roles.

## Further details

Further details on this standard can be found at:

<https://www.instituteforapprenticeships.org/apprenticeship-standards/operations-departmental-manager/>

## Who to contact

Please use any of the contacts listed below who can help with any enquiry you have about this course:

Alison Sadler:  
sadlera@southport.ac.uk  
01704 392636

Julie Howard:  
howardj@southport.ac.uk  
01704 392631

You can also contact our Business Development Team on 01704 392817 or email [employer@southport.ac.uk](mailto:employer@southport.ac.uk) for more information about apprenticeships, funding and training.

Apprenticeships at Southport College