

CMI (Chartered Management Institute) Operations/Departmental Manager Apprenticeship Level 5



What is this Apprenticeship about?

This Apprenticeship will help to upskill existing staff working in the sector or we can help you recruit new apprentices wishing to pursue this career.

The apprenticeship covers a wide range of business management skills and knowledge, including organisational performance, interpersonal skills and personal effectiveness.

We have partnered with Mindful Education to deliver this apprenticeship through our Online and On Campus model. This modern, flexible approach empowers learners, minimises disruption to employers, and delivers tangible results in the workplace.

Apprentices will attend college fortnightly and study online during allotted time at work.

How is this Apprenticeship delivered?

Study Method

What else do I need to know?

Entry requirements

Individual employers will 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 also 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 the Apprenticeship. It is also recommended that the apprentice is supported to become digitally literate where this is important to their role.

Overview

The Operations/Departmental Manager Apprenticeship is accredited by the Chartered Institute of Management. Staff learn on the job, applying new skills to their existing role. It is ideal for those who are, or who wish to become, Operational/Departmental Managers, or existing managers who have practical management skills, but wish to develop their theoretical understanding further.

What will be studied?

The apprenticeship covers a wide range of business management skills and knowledge, including organisational performance, interpersonal skills and personal effectiveness.

Example modules

- ? Project development and control
- ? Personal development and a manager and leader
- ? Managing recruitment, selection and induction
- ? Managing team and individual performance
- ? Information-based decision making
- ? Organisational financial management

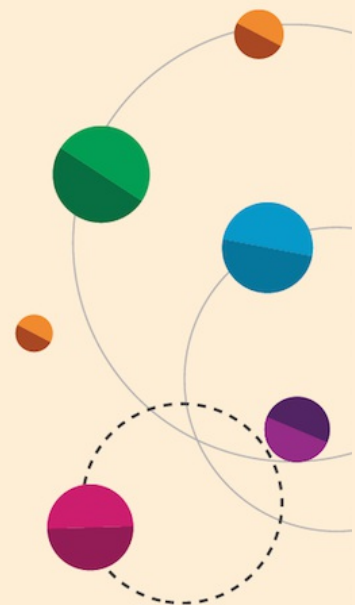
Regular intakes throughout the year, subject to numbers

Progression routes

Course code
ST0385/B1

No. of weeks/duration
Typically 30 months

Location
Workplace/ Cauldon Campus



For the latest fees visit:
[www.stokecoll.ac.uk/
employers/apprenticeships/](http://www.stokecoll.ac.uk/employers/apprenticeships/)

Progression routes

Progression

Upon successful completion of the apprenticeship, there is an opportunity to study CMI courses at higher levels up to level 8.

Career opportunities

Apprentices who successfully complete the programme will be awarded a Level 5 Diploma in Management and Leadership and will also be eligible to register as full members of the CMI.

Roles may include: Operations Manager, Regional Manager, Divisional Manager, Department Manager and specialist managers.

Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, managing change, financial and resource management, talent management, coaching and mentoring.

For more information:

Call **01782 603603** Email **business@stokecoll.ac.uk**

Visit **www.stokecoll.ac.uk/employers/apprenticeships/**

