

# Management

## What is an Apprenticeship?

An Apprenticeship is a mix of real work and learning. Apprentices earn a wage and gain experience whilst working towards a number of qualifications. An Apprenticeship follows a Level 2 programme and can lead onto an Advanced Apprenticeship which is a Level 3 programme.

### Overview

Latest figures show there are over four million people employed in Management in the UK.<sup>1</sup> A career in Management can lead to a variety of opportunities across a broad range of sectors and job roles. Depending on the focus of your job, you might learn other skills like how to allocate and check other people's work, plan and implement change, manage a project or budget, encourage innovation, carry out operational plans, recruit staff, or develop customer service skills.

The starting salary (once qualified) is variable due to the broad spectrum of industries but could be in the region of £10,000 - £30,000.

### Example Job Roles as an Apprentice

- Team Leader
- Marketing Manager
- Retail Manager
- Floor Manager
- Deputy Manager
- Supervisor

### 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
- Technical element
- Skills element

The three strands are sometimes accompanied by additional qualifications to give the most relevant skills and knowledge required for the job, these are broken down as follows:

### Competence Element

Advanced - NVQ Level 3 in Management (25 Credits)

### Technical Element

Advanced - Technical Certificate will be one from the following Level 3:

- Certificate in First Line Management Level 3
- Certificate in Leadership & Management Level 3

### Skills Element

Advanced - Key or Functional Skills in Communication Level 2 + Application of Number Level 2 + ICT Level 2

### Other Additional Study

Employment Rights and Responsibilities

### Apprenticeships Available

- Apprenticeship Level 2 - on completion this is equivalent to 5 A\* - C grade GCSE's
- Advanced Apprenticeship Level 3 - on completion this is equivalent to 2 A-levels

### Progression Routes

- Advanced Apprenticeship

### Already Employed?

Are you currently employed but not working towards qualifications? Speak to your employer about converting to an Apprenticeship and ask them to contact us on:

Email: [apprenticeships@newcollege.ac.uk](mailto:apprenticeships@newcollege.ac.uk)

Website: [www.newcollege.ac.uk](http://www.newcollege.ac.uk) and [www.fastforwardonline.net](http://www.fastforwardonline.net)

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