

# Managing for Operational Success Level 5 Apprenticeship

Achieving Business Excellence

ONLINE



## Key facts

**Award:** Level 5 Operations Manager Apprenticeship plus CMI Level 5 Certificate in Management & Leadership

**Maximum Duration:** 15 months on programme learning plus 5 months end-point assessment period (EPA)

**Funding band:** £9,000 maximum with levy funding available.

Employers who are not eligible for levy funding will be required to contribute 5% of the cost plus co-investment.

**Location:** 100% online, blended live learning and self-study model.

## Course Overview

The programme's curriculum draws upon the operational/departmental manager occupational standard. It covers knowledge, skills and behaviours in four capability areas:

- 1. Organisational performance – delivering results:** operational planning, project management and resource management, including budgeting and financial forecasting.
- 2. Interpersonal excellence – managing people and developing relationships:** leadership styles, coaching and mentoring, recruiting, developing and motivating staff, and building relationships with internal and external stakeholders.

- 3. Personal effectiveness – managing self:** self-awareness, time management, decision-making and critical analysis.

- 4. Agility and professionalism:** ethical behaviour, compliance with legislation, equity, diversity and inclusion, and an appreciation of environmental and social responsibilities.

## Learn entirely online

Studying this apprenticeship fully online gives you a lot of flexibility and combines theory with practical workplace application for you to instantly benefit from new knowledge and skills.

## Career progression

Completing the Level 5 Operations Manager Apprenticeship provides a fast track pathway to year 2 of Arden's Level 6 Chartered Manager degree apprenticeship that includes BA (Hons) Degree In Business & Administration.

With professional membership from the CMI and the opportunity to gain Chartered Manager status, you'll be well-equipped to advance your career in operations management and leadership.

## Entry requirements

### Academic route

GCSE English and Mathematics at Grade D/3 or above / equivalent or initial assessment - Level 1

Or

### Experiential route

Minimum 2 years relevant work experience in operational management roles, demonstrating readiness for Level 5 study.

### Plus General Entry requirements

- Full support from Employer and Line Manager, including the minimum Off-the-job training hours
- Be in permanent employment, in a suitable role with responsibilities aligned to the chosen apprenticeship standard
- Contracted to minimum 30 hours per week
- Be a UK/EU/EAA resident for at least 3 years prior to starting and be proficient in English language
- Provide evidence of Level 2/ GCSE English and maths or confirmation from your employer if they do not require
- Not hold equivalent level or higher qualification in same subject as applied for

## Pathway - Achieving Business Excellence

Equips leaders to navigate organisational transformation, drive innovation and achieve sustainable business growth.

This apprenticeship is delivered in 4 significant phases and integrates core CMI modules with and elective CMI module in Phase 3:

### Phase 1 - Ignite your Leadership

Core module: Principles of Management & Leadership in an Organisational Context (7 credits)

### Phase 2 - The Project Playbook

Core module: Managing a Project to Achieve Results (6 Credits)

### Phase 3 - Elective Achieving Business Excellence

Elective module: Managing Change (5 Credits)

### Phase 4: EPA Success Toolkit

Mock EPA & Gateway

Portfolio Development

Evidence Mapping



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