

Operations Manager

Level 5

18 Months

OVERVIEW

An Operations Manager manages teams and/or projects. They must ensure the fulfilment of specific goals and objectives alongside being accountable to senior management.

An Operations Manager is often responsible for coordinating activities and setting deadlines for the team as a whole. Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, steering change, financial and resource management, talent management, coaching and mentoring.

This programme is ideal for new and talented employees who want to learn and progress, or for your existing employees who are looking to retrain or upskill. It is ideal for those looking to develop their skills within the industry.

Specific job roles may include; Operations Manager, Regional Manager, Department Manager and Specialist Manager.

ENTRY REQUIREMENTS

This standard is ideal for new employees who want to learn and progress, or for existing employees who are looking to retrain or upskill. It is ideal for an employee who is looking to develop leadership skills in their industry. As a guide, 5 GCSEs are Grade 4 (or equivalent) are required as a minimum. Relevant prior experience may also be taken into consideration.

HOW LEARNERS ARE SUPPORTED

ONLINE PORTFOLIO

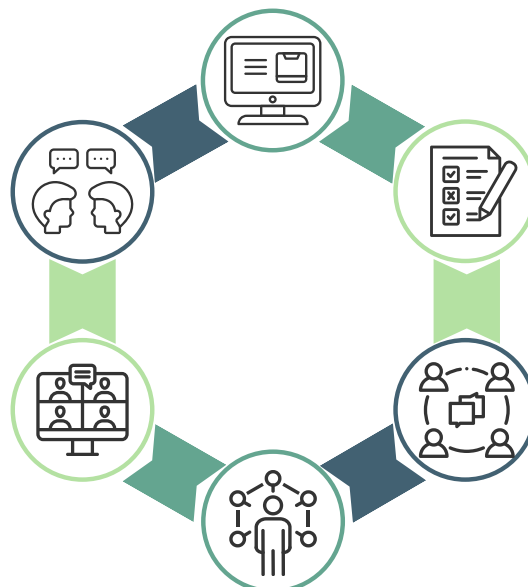
Learn on-the-go with your phone, tablet or laptop, anytime, anywhere and personalise your learning into bite-sized chunks.

FACE TO FACE MASTER-CLASSES

Join a dynamic group of learners for in-person sessions where you'll have the opportunity to interact with peers and experts, immersing yourself in a guided masterclass experience.

VIRTUAL WORKSHOPS

Engage in live group sessions with expert tutors, interactive discussions and peer collaboration for an exciting and enriching learning experience.



ASSESSMENTS

Assessments test your understanding and retention of learning, helping you enhance your recall and application of knowledge for a deeper grasp of concepts.

LEARNING FORUMS

Learn from and help your peers, discuss the learning, gain extra support, networking and hear different points of view.

SKILLS COACHING

Personalised guidance from industry specialists to achieve professional excellence



Operations Manager

Level 5

18 Months

EDUCATIONWISE
ACADEMY



ABOUT THE APPRENTICESHIP

Qualifications

- Level 5 Diploma in Management
- Level 2 Maths and English if you do not already hold them.

What you will learn

- Understand leadership styles and coaching benefits for performance improvement.
- Know organisational cultures, equality, diversity and inclusion.
- Learn customer and stakeholder relationship management, including emotional intelligence and conflict resolution.
- Understand the project lifecycle, roles and effective project delivery.
- Develop problem-solving, decision-making and data analysis skills.
- Build high-performing teams, support individual development and foster motivation.
- Communicate effectively verbally, in writing and digitally; lead meetings and presentations.
- Align organisational strategy with operational plans and monitor outcomes.
- Reflect on performance, seek feedback and apply learning for timely changes.
- Demonstrate drive, resilience, approachability, authenticity, trust-building, adaptability, innovation, fairness and consistency.

How you will learn

A mixture of weekly online visits and quarterly face-to-face visits. You will have a dedicated tutor who is there to guide you through your training programme. As well as your tutor, you will have access to learning and support materials online to support you with your allocated off-the-job training each week.

Learner Journey

In a 18-month programme, learners gain skills, knowledge and behaviours for the End Point Assessment. It includes classroom sessions, mentoring, off-site visits and 20% off-the-job training. At the Gateway stage, progress is reviewed for the on-programme assessment. The End Point Assessment evaluates proficiency through tests, interviews, portfolio assessment and professional discussion.

End-Point-Assessment (EPA) - 3 Months Period

- Knowledge Test
- Competency Based Interview
- Assessment of Portfolio Evidence
- Professional discussion relating to CPD Activity
- Presentation of work-based project

Off-The-Job Training

Off-the-job is where you will need to log evidence of learning activities that fall outside of your normal working environment but is still classed as learning towards your apprenticeship. The number of hours you need to log throughout your apprenticeship will be discussed at enrolment.

To view the full details of this apprenticeship visit -



FOR MORE INFO AND TO
GET IN TOUCH - SCAN HERE



www.educationwisegroup.co.uk