

Factsheet 17

Management

National Apprenticeship Service

Overview

Latest figures show there are over four million people employed in Management in the UK.¹ 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.

¹ MSC.org

What is an Apprenticeship

An Apprenticeship is a mix of real work and learning. Apprentices earn a wage and get 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.

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.

Competence Element

Advanced – NVQ Level 3 in Management

Technical Element

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

- Introductory Certificate/Award in Management
- Certificate/Award in First Line Management
- BTEC Award in Introducing Management

Skills Element

Advanced –
Key Skills Communication Level 2
Application of Number Level 2

Apprenticeships Available

- Apprenticeship X
- Advanced Apprenticeship ✓
- Higher Apprenticeship X

Progression Routes

- Further Education
- Higher Education
- Supervisory and management positions

Already Employed?

Are you currently employed but not working towards qualifications? Speak to your employer about converting to an Apprenticeship and ask them to call 08000 150 600 for more information.

For more Information and to Apply

Visit:

www.apprenticeships.org.uk

www.connexionslive.co.uk

If you require further advice or support on Apprenticeships please contact your local Connexions or Careers Advice Service.