

CAMBRIAN TRAINING COMPANY

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Team Leading Apprenticeship Information Pack



Delivering Skills to Survive & Thrive in the 21st Century



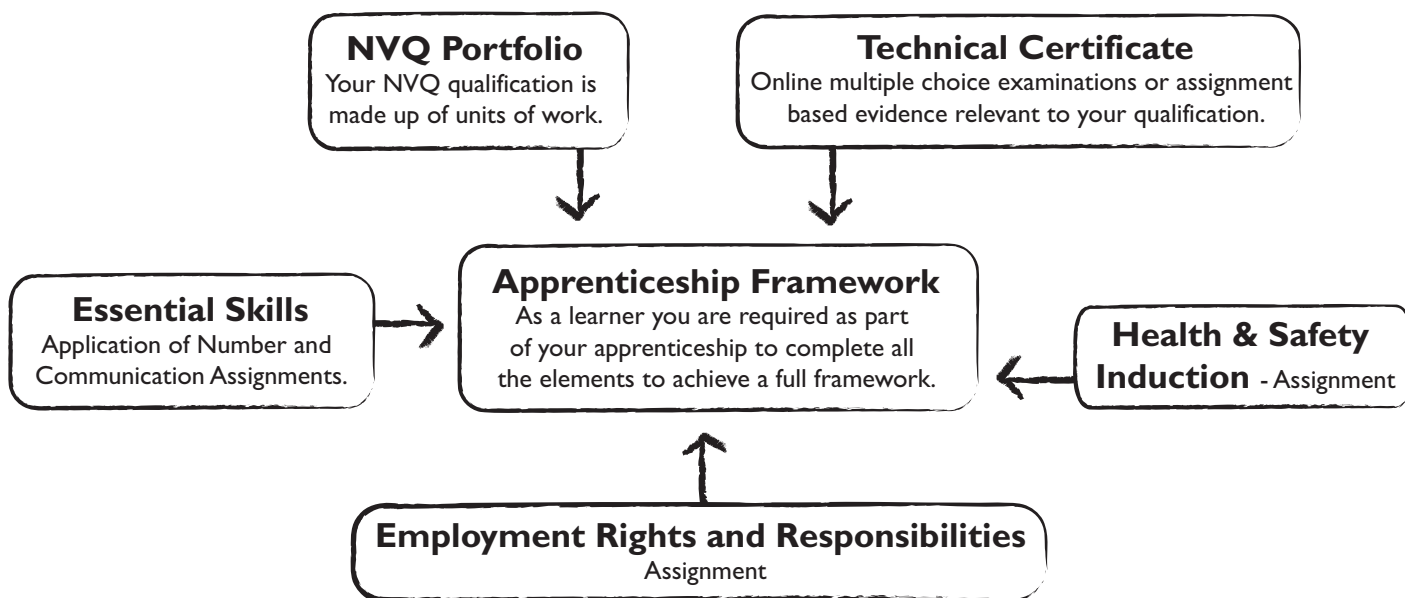
What is an Apprenticeship?

An Apprenticeship is a programme of learning and qualifications, completed in the workplace that gives employees the skills, knowledge, confidence and competence they need to progress in their chosen career or industry.

Your apprenticeship programme follows an approved 'National Framework' to allow employed learners to achieve their National Vocational Qualifications (NVQ) at levels 2, 3, 4 and 5 with appropriate essential skills and technical certificates according to the identified level. As part of the framework you will also be required to complete two assignments – Employment Rights and Responsibilities and Health & Safety. Your Training Officer will support you at every stage of your learning journey. You will also have access to online blended learning materials, resources and an e-portfolio system that will enhance and support your learning experience. These online systems can be accessed from any device with an internet connection at any time of the day.

Frameworks are now available across most occupational sectors. Apprenticeships are demanding and will need commitment from everyone involved.

Apprenticeship Framework Requirements:



Who are they for?

Apprenticeships are available to all ages, whether you are being employed as an apprentice in a new job or as part of training at your existing workplace. As an apprentice you will be expected to be working a minimum of 16 hours in a 7 day week in order to complete your apprenticeship programme.

Funding for the delivery of the Apprenticeship framework is available from the Welsh assembly Government. Please contact us to find what level of funding you are eligible for at - info@cambriantraining.com

Where do they take place? And how will I be assessed?

Most of the training is 'on the job' at your work place. To achieve your NVQ you will need to build a portfolio of evidence via an e-portfolio system which shows that you are competent at what you do. Your Training Officer will visit you on a regular basis and carry out assessments while you carry out your routine tasks at work together with a variety of work products which will be generated as part of your day to day activities. All work produced will be signposted so that employers data will be fully protected. There will also be a knowledge element to all NVQs which can be generated through assessment, written questions or can be recorded digitally.

What are NVQ's

NVQ's are nationally recognised qualifications accredited by the Qualifications and Curriculum Authority in the same way as GCSE and A levels. NVQ are vocational qualifications. Whereas GCSE and A levels are taught in a classroom environment and then assessed by an external examination, NVQ are assessed totally in the workplace, there is no need to attend school or college.

What NVQ's are available?

We currently offer NVQs at level 2 in Team Leading and level 3 & 5 in Management.

Level 2 NVQ are for those working as team leaders, organising work for staff and monitoring & developing their team

Level 3 NVQ are for those who work as Supervisors or first line Managers and have more experience in the industry. You will generally organise your own work, and are responsible for the work of other staff. Tasks at this level are highly skilled.

Level 5 NVQ are for those who work as middle Managers and hold a more central management role in an organisation. Tasks at this level should show a high level of authority.

National Vocational Qualifications (NVQ) in Team Leading

Level 2 NVQ Certificate in Team Leading (QCF)

This qualification is tailored for those who have responsibility for organizing work for their team covering resource management, leadership, 121 with staff, allocate and check work in your team, resolve problems and support customer service improvements

We hope you decide to undertake an apprenticeship programme with us and wish you every success on your learning journey.

The Next Step

If you would like any more information or are interested in enrolling on any of our courses please don't hesitate to contact us:

By Post:

Cambrian Training Company, The Offices @ Coed Y Dinas
Welshpool, Powys. SY21 8RP

Tel: 01938 555893

Email: info@cambriantraining.com

Web: www.cambriantraining.com

