

L3 Team Leader

INSTITUTE FOR APPRENTICESHIPS

- Give your career a **Turbo boost**
- Get noticed and **show what you can do**
- Learn skills that can be **used in any job**
- **Improve** your work environment
- Learn the skills **for effective management and leadership**
- Highly sought after **Recognised Qualification**



Team Leader

Team Leader / First Line Management Role with Operational/project responsibilities

Running on your site

Occupation profile:

A team leader or first line management role, with operational/project responsibilities or responsibility for managing a team to deliver a clearly defined outcome. They provide direction, instructions and guidance to ensure the achievement of set goals.

Key responsibilities are likely to include supporting, managing, and developing team members, managing projects, planning, and monitoring workloads and resources, delivering operational plans, resolving problems, and building relationships internally and externally.

WHO IS IT FOR?

If you want to improve your career prospects; if you want to improve your work environment; if you want to learn a new skill set that you can use both in work and outside work; then this is the course for you.

BENEFITS OF THE QUALIFICATION:

- Gain transferrable skills
- The program is underpinned by 40 companies
- Sought after qualification
- Gain confidence, support and coaching
- Regular reviews with candidate, assessor and supervisors
- Competency in core areas, knowledge and understanding of associated areas
- Improve your communication skills

HOW TO APPLY

Contact your site's HR and ask to join the L3 Team Leader apprenticeship

COURSE OBJECTIVES

A combination of classroom and work-based activities to learn and be able to use a new skill set.

The course lasts for a year, you will meet with the course leader at least once a month.

The following areas will be covered:

- Interpersonal excellence - managing people and Developing relationships
 - Leading People
 - Managing People
 - Building Relationships
 - Communication
- Organisational Performance - delivering results
 - Operational Management
 - Project Management
 - Finance
- Personal Effectiveness - managing self
 - Awareness of Self
 - Management of Self
 - Decision Making

GAIN NEW QUALIFICATIONS

- L3 Team Leader apprenticeship
 - (A L3 qualification, equivalent to 2 A-Level's A*-C grade)
- Functional Skills in English and Maths

COURSE DETAILS

- The apprenticeship usually takes about a year to complete.
- Your assessor will visit you in the workplace to help you build a portfolio of