



LEADERSHIP & MANAGEMENT APPRENTICESHIPS FROM CMI.



“ ”

Apprentices are for people of all ages and backgrounds, and are open to new and existing staff. We want to make sure that all employers have the management and leadership skills they need.

.....
APPRENTICESHIPS AND SKILLS MINISTER
ANNE MILTON, MP

A black and white photograph of a butterfly perched on a flower stem, set against a dark, blurred background. The butterfly is on the left side of the frame, and the flower is in the lower-left quadrant. The overall mood is serene and natural.

APPRENTICESHIPS HAVE BEEN TRANSFORMED AND CMI HAS LED THE AGENDA.

As the only Chartered body dedicated to creating better led and managed organisations, we have been at the forefront of the new management apprenticeships standards.

CMI offer a full suite of leadership and management apprenticeships so by working with us, you can offer your management apprentices a recognised professional development pathway ultimately leading to Chartered status.

With the increase in opportunities that the Apprenticeship Levy has created, the time has come to professionalise your managers and leaders.

**TAKE ADVANTAGE OF THE POSSIBILITIES
THAT LIE AHEAD AND START YOUR
JOURNEY WITH CMI.**

WHY THE DRIVE FOR APPRENTICESHIPS?

Leadership & Management Apprenticeships are one of the best business opportunities available for you to develop the capabilities and performance of your managers and leaders.

THE NUMBERS STACK UP



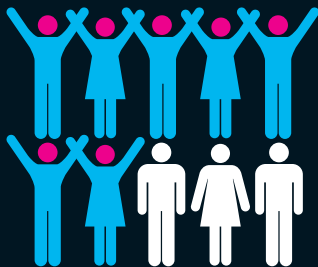
71%

of UK organisations admit that they fail to effectively train first-time managers



The average apprentice increases productivity by

£214
per week



71%

of apprentices stay with the same employer



For every **£1**
of government investment
in apprenticeships

£18
is generated for the wider economy

WHY APPRENTICESHIPS STANDARDS ARE DIFFERENT.

Trailblazer Apprenticeships are focussed on the needs of the employers by:

- **Putting employers in the driving seat** – with new standards designed by employers for employers, relating to specific roles or occupations
- **Increasing the quality of apprenticeships** – demonstrating competence through rigorous and holistic assessment at the end of the apprenticeship
- **Simplifying the system** – standards that are short and easy to understand, setting out the knowledge, skills and behaviour that an individual needs to be fully competent in an occupation
- **Giving employers purchasing power** – with funding in the hands of employers, the quality and relevance of the training will increase



Having professional skills and qualifications is critical to our journey. We particularly like apprenticeships as they provide an aspirational pathway which really helps to make hospitality a career of choice.

.....
KATHRYN AUSTIN, CHIEF PEOPLE
AND MARKETING OFFICER,
PIZZA HUT RESTAURANTS UK



THE FULL SUITE OF CMI LEADERSHIP & MANAGEMENT APPRENTICESHIPS.

CMI's Leadership & Management Apprenticeships offer on the job learning, the opportunity to put theory into practice and put learners on a pathway to becoming professional managers. Plus, an unrivalled level of support for apprentices, employers and providers.

Apprenticeship	Level	Qualification	Likely duration	Professional recognition with CMI
Team Leader/Supervisor	3	Optional Level 3 Diploma	18 months	Affiliate
Operations/Departmental Manager	5	Optional Level 5 Diploma	2 – 2 ½ years	Chartered Member*
Chartered Manager Degree Apprenticeship	6	Degree in management and business	2 – 4 years	Chartered Member
Senior Leader Master's Degree Apprenticeship	7	Master's Degree	18 months – 3 years	Chartered Member or Fellow

* Subject to 3 years work experience



We want to provide a full suite of potential pathways, not just for external recruits, but also, excitingly, for internal staff to build their own capability and development by having the opportunity to enrol onto a leadership and management apprenticeship programme.

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**SARAH BISHOP, HEAD OF APPRENTICESHIPS,
 CIVIL SERVICE HUMAN RESOURCES (CSHR)**



UNIQUE TO CMI APPRENTICESHIPS.



ALL
APPRENTICES
BENEFIT



CMI MEMBERSHIP



**ACCESS TO ALL
THE LATEST
RESOURCES
VIA OUR ONLINE
LEARNING PORTAL
MANAGEMENTDIRECT**



**NETWORKING
EVENTS AND
ACCESS TO CAREER
DEVELOPMENT
CENTRE**



**PROFESSIONAL
DEVELOPMENT**

YOUR JOURNEY STARTS HERE.

Whatever stage you're at, we're here to help you along the way.

CMI WILL WORK



Identify your organisation's needs



Guide you on how your existing programmes can be aligned to the new apprenticeships



Map your existing programmes to CMI Diplomas



Recommend the best way to deliver the apprenticeships. There are 3 options:

- Finding a provider*
- Partnering with your existing provider*
- Yourselves as a CMI Centre*



During my apprenticeship I learned a lot, I built my confidence and I built my network. I came out of the scheme knowing exactly what I wanted to do.

ADIL KHAN, EVENT MANAGER IN SUPPLY CHAIN
CHARTERED MANAGER DEGREE APPRENTICESHIP



WORK WITH YOU TO



Make sure you are 'delivery ready'



Help you understand the funding available to you



Make the most of CMI support services to maximise apprentice engagement, experience and ultimately, organisational impact



Start your managers on their journey to Chartered status

DEVELOPED TO THE HIGHEST STANDARDS.

Quality is assured as all our apprenticeships are aligned to the CMI Professional Standard which reflects best practice in Leadership & Management.



Supporting a wide range of business objectives:

Workforce Planning

Employee Engagement

Role & Team Profiles

Change Management

Team Development

Professional Qualifications

Performance Management

Learning & Development

Recruitment & Selection

Talent Management

Career Development (CPD)

5 REASONS TO ACT NOW.

1

Management skills are needed now to drive business productivity and performance.

2

Funding is available now. If you don't use your levy before the deadline you will lose it and other companies can take advantage of your unused funds.

3

Get ahead of the game and start to shape the programmes that best suit your business.

4

Showcase your commitment to apprenticeships, build your brand, attract and retain the best staff.

5

CMI can guide and support you every step of the way so that your strategy is fully embedded.

FUNDING.

The apprenticeship levy is payable by employers with a wage bill of over £3 million.

- UK employers with a wage bill of more than £3 million are required to pay 0.5% of their total pay bill into the apprenticeship levy. This is accessible via an employers' digital account.
- Smaller businesses will co-invest 10% of the cost of apprenticeships, with the government investing 90% of the cost.

To make the most of your apprenticeship funding and for more information visit Education and Skills Funding Agency website on:
<https://www.gov.uk/guidance/pay-apprenticeship-levy>

CMI LEADERSHIP & MANAGEMENT APPRENTICESHIPS AT A GLANCE.

TEAM LEADER / SUPERVISOR

For Front Line or Junior Managers who:

Example roles: Supervisor, Team Leader, Project Officer, Shift Supervisor, Foreperson, and Shift Manager.

- Someone who can take responsibility for a department or function of the business and work with others across the organisation. Key responsibilities: input to strategic planning, creating and delivering operational plans, managing projects, leading and managing teams, managing change, financial and resource management, talent management, supporting people through coaching & mentoring.



Qualification:

Level 3 / Diploma (optional)

Responsible for a small team with a number of direct reports.

Unlikely to have direct budget responsibility.



Professional Recognition:

Affiliate Member of CMI



Funding Level:

Maximum funding of £5,000.

OPERATIONS / DEPARTMENTAL MANAGER*

For Middle Managers who:

Example roles: Operations Manager, Regional Manager, Divisional Manager, Store Manager, Head of Department and a variety of specialist managers.

- Someone who can take responsibility for a department or function of the business and work with others across the organisation. Key responsibilities: input to strategic planning, creating and delivering operational plans, managing projects, leading and managing teams, managing change, financial and resource management, talent management, supporting people through coaching & mentoring.



Qualification:

Level 5 / Diploma (optional)

Responsible for a large team, department or multiple teams.

Responsible for operational budgets.



Professional Recognition:

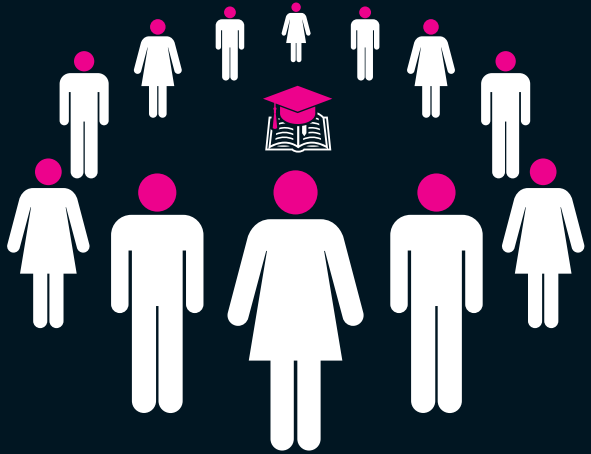
Member of CMI
MCMI or CMgr MCMI*



Funding Level:

Maximum funding of £9,000.

* Subject to 3 years work experience



CHARTERED MANAGER DEGREE APPRENTICESHIP*

For Senior Managers who:

Example roles: Manager; Senior Manager; Head of Department; Operations Manager; or anyone with significant management responsibilities.

- Someone who can take responsibility for people, projects, operations and/or services to deliver long term organisational success, with the professional recognition of their ability to deliver impact, behave ethically and demonstrate their commitment to continual learning and development.



Qualification:
Level 6 Degree

Responsible for heads of departments, though may have few direct reports.

Responsible for project or departmental operational budgets.



Professional Recognition:
Chartered Manager
CMgr MCMl



Funding Level:
Maximum funding of £27,000.

SENIOR LEADER MASTER'S DEGREE APPRENTICESHIP*

For Senior or Strategic Manager who:

Example roles: General Managers, Senior Managers, Section Leaders, Executives, Directors, COO, CFO, CEO, CIO roles, and senior military officers.

- A strategic leader with senior management responsibility, which may include formal governance/director responsibilities.
- Responsible for setting strategy, direction and vision, for providing a clear sense of purpose and driving strategic intent.
- Through inclusive leadership, they are responsible for developing ethical, innovative and supportive cultures with the ability to deliver results.



Qualification:
Level 7/ Master's Degree

Line management responsibilities:
Responsible for those in senior positions
Budgetary Responsibilities:
Significant organisational budgets.



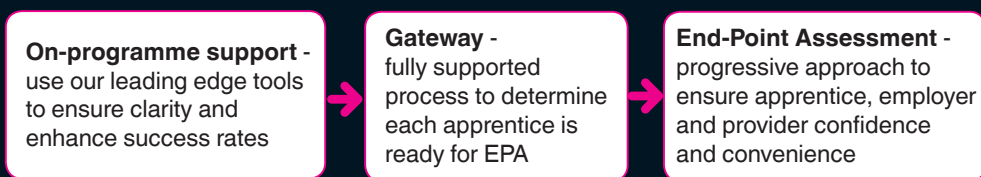
Professional Recognition:
Chartered Fellow CMgr FCMI



Funding Level:
Maximum funding of £18,000.

END POINT ASSESSMENT.

The End Point Assessment (EPA) is the culmination of the apprenticeship. It measures the skills, knowledge and behaviours of each apprentice and grades their performance against the apprenticeship standard. As an End Point Assessment Organisation (EPAO), CMI will carry out the EPA against the assessment plan – we also offer an optimised booking process to accelerate the drawdown of final funding for each apprentice.



In addition to leadership and management apprenticeship standards, CMI is also approved end-point assessment organisation for Junior Management Consultant Apprenticeship.

WHY CHOOSE CMI?

We're pioneers of the Leadership and Management apprenticeship standards and the only organisation that can embed Chartered Manager status. By working with us, you can have the confidence that the EPA we provide will be progressive, comprehensive and underpinned by exceptional customer service, quality and support.

STRATEGIC PARTNERSHIP

CMI is proud of working closely with a high quality network of strategic partners that deliver across all CMI apprenticeship standards.

Contact our dedicated apprenticeship team to learn how your organisation can be matched with our strategic partners to deliver optimal apprenticeship strategy to your organisation.

To find out more, visit: www.managers.org.uk/epa

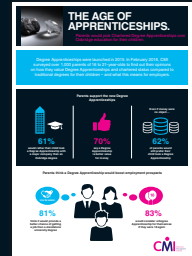
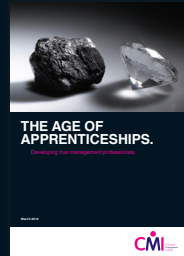
FIND OUT MORE.

Our dedicated website gives you access to whole host of resources to get you started.

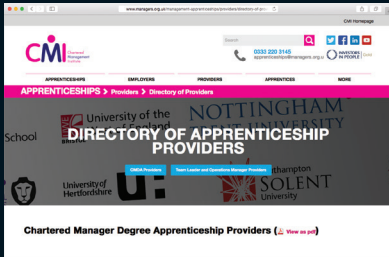
Videos



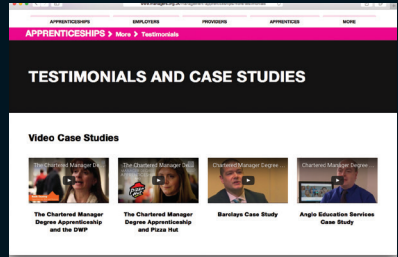
Research and infographics



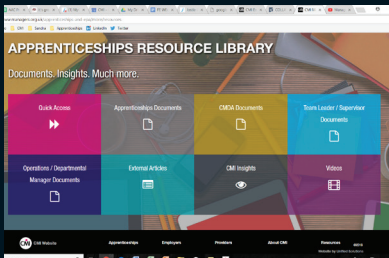
Directory of providers



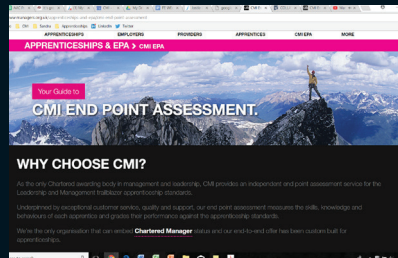
Testimonials and case studies



Standards and assessment plans



End Point Assessment



Chartered Management Institute (CMI)

The Chartered Management Institute (CMI) works with business and education to inspire people to unleash their potential and become skilled, confident and successful managers and leaders.

With a wealth of practical qualifications, events and networking opportunities on offer throughout the UK and Asia-Pacific, CMI helps people boost their career prospects and connect them with other ambitious professionals in any industry and sector.

In fact, CMI has more than 50,000 people training to be better managers right now.

Backed by a unique Royal Charter, CMI is the only organisation allowed to award Chartered Manager status – the ultimate management accolade.

CMI's thought leadership, research and online resources provide practical insight on critical issues for its 100,000 plus members and anyone looking to improve their skills, nurture high-performing teams and help pave the way for the next generation of managers and leaders.

Go to www.managers.org.uk for the full story and follow the Chartered Management Institute on LinkedIn and Facebook and @CMI_managers on Twitter. #BetterManagers.

For further information on CMI's Leadership & Management Apprenticeships, please contact our dedicated team:

☎ Telephone: **01536 207465**

✉ Email: apprenticeships@managers.org.uk

🌐 Website: www.managers.org.uk/apprenticeships

Disclaimer:

Whilst CMI qualifications are not mandatory to include within the apprenticeships we believe that subject to the funding rules, as the qualifications are aligned so closely to the Apprenticeship Standards then delivering the training associated with the qualifications and offering your learners the support that we provide means you may be eligible to use the apprenticeship levy to fund the CMI apprenticeship support package.

It is your responsibility to review the funding rules and ensure that you meet eligibility requirements to utilise the apprenticeship levy or any other funding for the CMI support package. We would remind you that decisions you make in respect of funding are ultimately yours. The CMI accept no liability in respect to funding the CMI support package. The CMI have no liability to you whether in contract, tort (including negligence), breach of statutory duty, or otherwise, for any loss of profit, or for any indirect or consequential loss arising under or in connection with the funding of the CMI support package.



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