LEADERSHIP & MANAGEMENT APPRENTICESHIPS FROM CMI.
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 Trailblazer apprenticeships and are recognised by BIS as being pioneers in launching the Chartered Manager Degree Apprenticeship.

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.

SKILLS MINISTER NICK BOLES, MP

Great businesses are run by great managers and I am confident many of tomorrow’s business leaders will learn their trade through the Chartered Manager Degree Apprenticeship.

Find out more www.managers.org.uk/apprenticeships | Call 0333 220 3145

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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

- **£1** of government investment in apprenticeships
- **£18** is generated for the wider economy
- The average apprentice increases productivity by **£214** per week
- **71%** of apprentices stay with the same employer
- **71%** of UK organisations admit that they fail to effectively train first-time managers

WHY TRAILBLAZERS 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

Find out more [www.managers.org.uk/apprenticeships](http://www.managers.org.uk/apprenticeships) | Call 0333 220 3145
THE FULL SUITE OF CMI LEADERSHIP & MANAGEMENT APPRENTICESHIPS.

CMI’s Leadership & Management Apprenticeships offer nationally recognised qualifications, 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.

<table>
<thead>
<tr>
<th>Apprenticeship</th>
<th>Level</th>
<th>Qualification</th>
<th>Likely duration</th>
<th>Professional recognition with CMI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Leader/Supervisor</td>
<td>3</td>
<td>CMI Level 3 Diploma in first line management</td>
<td>18 months</td>
<td>Affiliate</td>
</tr>
<tr>
<td>Operations/Departmental Manager</td>
<td>5</td>
<td>CMI Level 5 Diploma in management and leadership</td>
<td>2 – 2 ½ years</td>
<td>Member</td>
</tr>
<tr>
<td>Chartered Manager Degree Apprenticeship</td>
<td>6</td>
<td>Degree in management and business and CMI Diploma in management and leadership</td>
<td>2 – 4 years</td>
<td>Chartered Member</td>
</tr>
</tbody>
</table>

“”

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.

JAKE MCCLURE, HEAD OF APPRENTICESHIPS, CIVIL SERVICE LEARNING

UNIQUE TO CMI APPRENTICESHIPS.

CMI membership

Access to all the latest resources via our online learning portal ManagementDirect

CMI mentoring, networking and career support

Professional development

Find out more www.managers.org.uk/apprenticeships | Call 0333 220 3145
YOUR JOURNEY STARTS HERE.

If you already have an apprenticeship scheme, we can work with you to ‘Trailblazer’ it.

If you don’t currently have one, we can help plan and implement a programme that will nurture your future leaders.

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

My apprenticeship has given me the confidence I needed to help grow my abilities and help with business decisions in my role as a manager.

GEMMA STRAIN, TEAM MANAGER, SITEL
LEVEL 3 APPRENTICE IN MANAGEMENT AND LEADERSHIP

CMI WILL WORK WITH YOU TO

- Identify your organisation’s needs
- Guide you on how your existing programmes can be aligned to the new Trailblazers
- 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, Yourself as a CMI Centre
- 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

Find out more www.managers.org.uk/apprenticeships | Call 0333 220 3145
DEVELOPED TO THE HIGHEST STANDARDS.

Quality is assured as all our apprenticeships are aligned to CMI’s professional “Leadership & Management Excellence” Standard which is based on the National Occupational Standards. Plus, all our qualifications are recognised by Ofqual.

5 REASONS TO ACT NOW.

1. Funding is available now and can subsidise current training budgets and programmes.
2. Management skills are needed now to drive business performance. Why wait?
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 and attract the best staff.
5. CMI can guide and support you every step of the way so that your strategy is fully embedded and you can make the most of the levy.

FUNDING.

In April 2017, the Government introduced the apprenticeship levy to fund apprenticeships, which is mandatory for employers with a wage bill over £3 million.

- UK employers with a wage bill of more than £3 million will be required to pay 0.5% of their total pay bill into the apprenticeship levy. This will be accessible via an employers’ digital account from May 2017.
- Smaller businesses will co-invest 10% of the cost of apprenticeships, with the government investing 90% of the cost.
- Employers of less than 50 people training young apprentices (age 16-18) will have their full cost funded by government.

To find out how much you would be eligible for in apprenticeship vouchers and how many managers you could support through the apprenticeship, visit www.managers.org.uk/levy-calculator.
## CMI Leadership & Management Apprenticeships At A Glance

<table>
<thead>
<tr>
<th>Level within organisation</th>
<th>Team Leader / Supervisor</th>
<th>Operations / Departmental Manager</th>
<th>Chartered Manager Degree Apprenticeship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example roles</td>
<td>Supervisor, Team Leader, Project Officer, Shift Supervisor, Foreperson, and Shift Manager.</td>
<td>Operations Manager, Regional Manager, Divisional Manager, Store Manager, Head of Department and a variety of specialist managers</td>
<td>Manager; Senior Manager; Head of Department; Operations Manager; or anyone with significant management responsibilities</td>
</tr>
<tr>
<td>Responsibilities</td>
<td>Someone who can take responsibility for managing a team or discrete project. They can support, manage and develop team members, manage projects, plan and monitor workloads and resources. They can take responsibility for delivering operational plans, resolving problems, and building relationships.</td>
<td>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 &amp; mentoring.</td>
<td>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.</td>
</tr>
<tr>
<td>Qualification level</td>
<td>Level 3 / Diploma</td>
<td>Level 5 / Diploma</td>
<td>Level 6 / Degree</td>
</tr>
<tr>
<td>Line management responsibilities</td>
<td>Responsible for a small team with a number of direct reports.</td>
<td>Responsible for a large team, department or multiple teams.</td>
<td>Responsible for heads of departments, though may have few direct reports.</td>
</tr>
<tr>
<td>Budgetary responsibilities</td>
<td>Unlikely to have direct budget responsibility.</td>
<td>Responsible for operational budgets.</td>
<td>Responsible for project or departmental operational budgets.</td>
</tr>
<tr>
<td>Professional recognition with CMI</td>
<td>Affiliate Member of CMI</td>
<td>Member of CMI</td>
<td>Chartered Manager CMgr MCMI</td>
</tr>
<tr>
<td>Cost</td>
<td>This apprenticeship standard has been allocated a maximum funding band of £5,000, which is the anticipated full cost for delivering this standard and the end point assessment.</td>
<td>This apprenticeship standard has been allocated a maximum funding band of £9,000, which is the anticipated full cost for delivering this standard and the end point assessment.</td>
<td>This apprenticeship standard has been allocated a maximum funding band of £27,000, which is the anticipated full cost for delivering this standard and the end point assessment.</td>
</tr>
</tbody>
</table>
For further information on CMI’s Leadership & Management Apprenticeships, please contact our dedicated team:

Tel: 0333 220 3145

Email: apprenticeships@managers.org.uk

Web: www.managers.org.uk/apprenticeships

START YOUR JOURNEY.

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

www.managers.org.uk/apprenticeships

THE AGE OF APPRENTICESHIPS.

Parents would pick Chartered Degree Apprenticeships over Oxbridge education for their children.

Degree Apprenticeships were launched in 2015. In February 2016, CMI surveyed over 1,000 parents of 16 to 21-year-olds to find out their opinions on how they value Degree Apprenticeships and chartered status compared to traditional degrees for their children – and what this means for employers.

Parents think a Degree Apprenticeship would boost employment prospects think it would provide a better chance of getting a job than a standalone university degree

81% 83%

YOU'RE HIRED!

Even if money were no object…

Parents support the new Degree Apprenticeships

Parents would rather their child took a Degree Apprenticeship with a major company than an Oxbridge degree

say a Degree Apprenticeship is better value for money

70% 61% 62%

THE AGE OF APPRENTICESHIPS.

Developing true management professionals.

March 2016
Chartered Management Institute (CMI)

CMI is the only chartered professional body in the UK dedicated to promoting the highest standards in management and leadership excellence.

With a member community of over 100,000, CMI has been providing forward-thinking advice and support for more than 60 years. We continue to give managers and leaders, and the organisations they work in, the tools they need to improve their performance and make an impact.

We are a UK awarding body for management and leadership qualifications, and the only body that awards Chartered Manager, the hallmark of any professional manager.

For more information on our membership visit our website or social media pages.

Website: www.managers.org.uk
LinkedIn: Chartered Management Institute Network