



## Operations Manager Level 5 Apprenticeship

An Operations Manager is someone who manages teams and/or projects, and achieving operational or departmental goals and objectives, as part of the delivery of the organisation's strategy. They are accountable to a more senior manager or business owner. Working in the private, public or third sector and in all sizes of organisation, specific responsibilities and job titles will vary, but the knowledge, skills and behaviours needed will be the same. Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, managing change, financial and resource management, talent management, coaching and mentoring.

### Your training will include the following topics:

- Understanding your Business, Environmental Analysis & Horizon Scanning
- Project Management
- Human Resource & People Management
- Succession Planning, Coaching & Mentoring
- Commercial Awareness & Performance
- Sustainable Business
- Building Operational Strategy
- Change Management

### EPA Requirements:

- Written Project with Presentation and Q & A
- Professional Discussion underpinned by Portfolio of Evidence

### Who is it suitable for?

This apprenticeship is suitable for all professional managers from all sectors, private, public or third sector and all sizes of organisation. Suitable job roles include Operations Manager, Regional Manager, Divisional Manager, and other specialist managers

### How long will it take?

A minimum of 18 months training followed by up to 5 months for EPA

### Functional Skills requirement:

English & Maths is now optional for apprentices aged 19 and over. During the initial assessment, a discussion will take place between the apprentice and employer to determine whether they will pursue English & Maths as part of their learning. If all parties agree English & Maths will be undertaken, this training will be included as part of the apprentice's training plan. This requirement remains mandatory for apprentices aged 16-18

### Progression routes

Upon completion of this standard you will be able to progress to a level 6 apprenticeship, such as the Chartered Manager (Degree)