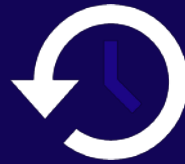




**BLUE LION**  
TRAINING ACADEMY



## LEVEL 4 ASSOCIATE PROJECT MANAGER

Projects can be defined and delivered within different contexts, across diverse industry sectors. They can be large or small. Every project needs to be managed to ensure its success. An Associate Project Manager knows what needs to be achieved, how it will be achieved, how long it will take and how much it will cost, and works with the project team to achieve the required outcomes.

Associate Project Managers need good planning, organisation, leadership, management and communication skills. They utilise resources, skills, qualifications, experience and knowledge to manage a motivated and integrated team, with clearly defined reporting lines, roles, responsibilities and authorities. Dependent upon the size of the organisation and the complexity of projects, Associate Project Managers' job titles will vary, but typically they can include: assistant project manager, junior project manager or project team leader. Some organisations use 'project manager' as a job title.

Our online e-portfolio system will guide the apprentices through a simple to follow curriculum aligned to all the required Knowledge, Skills and Behaviours, with a variety of virtual learning environments and insights to the best examples to help excel their learning.

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# COURSE STRUCTURE



Insitute for Apprenticeships  
& Technical Education

Full time employees taking on this apprenticeship will typically spend 24 months on-programme working towards the apprenticeship standard, with a minimum of 20% of this time being off-the-job training. The apprentice will gain a Project management qualification recognised by APM Project Management Qualification.

Apprentices without English and mathematics at level 2 must achieve level 2 prior to taking their End Point Assessment (EPA). The EPA will only start once the employer is satisfied that gateway requirements for EPA have been met and that the apprentice is consistently working at or above the level set out in the standard.

The EPA will be conducted by an EPAO (End Point Assessment Organisation) approved to offer services against this standard, as selected by the employer.

The EPA consists of two distinct assessment methods:

- 1.) Presentation supported by a portfolio of evidence
- 2.) Professional discussion supported by a portfolio of evidence

The portfolio is not directly assessed. It underpins the professional discussion assessment method.

## Associate Project Manager Apprenticeship

PROGRAMME  
DURATION



24 MONTHS

TRAINING  
DAYS



BESPOKE

LEVEL OF  
TRAINING



ST0310

COACHING  
DAYS



BESPOKE

ASSESSMENT  
CHECKLIST



2 DAYS

TRAINING  
METHOD



REMOTE

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