



**BLUE LION**  
TRAINING ACADEMY



## LEVEL 3 TEAM LEADER and SUPERVISOR

A Team Leader or Supervisor is a first line management role, with operational and 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. Working in the private, public or third sector and in all sizes of organisation, specific responsibilities will vary, but the knowledge, skills and behaviours needed will be the same whatever the role.

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.

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



Institute for Apprenticeships  
& Technical Education

Full time employees taking on this apprenticeship will typically spend 12 to 18 months on-programme working towards the apprenticeship standard, with a minimum of 20% of this time being off-the-job training.

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 with questions and answers
- 2.) Professional discussion underpinned by a portfolio of evidence

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

## Team Leader and Supervisor Apprenticeship

PROGRAMME  
DURATION



12 MONTHS

TRAINING  
DAYS



BESPOKE

LEVEL OF  
TRAINING



ST0384

COACHING  
DAYS



BESPOKE

ASSESSMENT  
CHECKLIST



2 DAYS

TRAINING  
METHOD



REMOTE

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