

# Senior Leader



Level

7

Duration

Typically 18-21 months

Levy Cost £14,000

Non-Levy Cost  
Fully funded or 5% (£700)

## How can a Senior Leader apprentice benefit my business?

The Senior Leader Apprenticeship will equip your managers with the vital skills to support your business. They will be able to provide clear, inclusive, strategic leadership and direction relating to the area of responsibility within your organisation. Typically, this involves setting, managing and monitoring achievement of core objectives which are aligned to the overall strategic objectives of the organisation's Board (or equivalent).

## Who is the Senior Leader apprenticeship for?

A Senior Leader influences at a higher organisational level, sometimes at Board level, setting the culture and tone across their area of responsibility. They may work in varied environments including in the office or remotely and demonstrate a high level of flexibility and adaptability to meet the needs of your organisation. In their daily work, an employee in this occupation interacts with internal stakeholders such as members of the team, other senior leaders / managers, support services (e.g. finance, marketing, HR) and project groups. In larger organisations, they may be part of a wider specialist team.

Roles may include Associate Director, Chief Financial Officer, Chief Operating Officer and Divisional Heads / Leads.

## What will it cost the business to take on an apprentice?

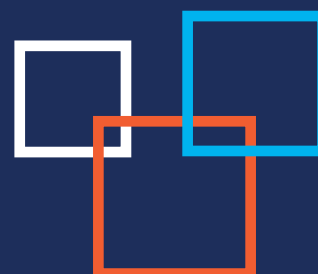
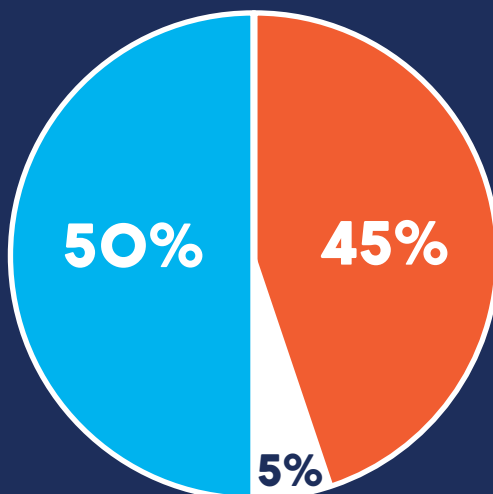
**Levy-paying employers** in England can use funds in their Apprenticeship Service Account to fund apprenticeship training costs.

**Non-levy paying employers:** The government will fund between 95% - 100%\* of the cost of training an apprentice.

\*This depends on how many people are employed within the company, the age of the apprentice and also if they have been in care or have a Local Authority Education, Health and Care Plan (EHCP).

## How is the '20% off-the-job' training delivered?

Apprentices will attend college once every 4 weeks either in Norwich or Colchester.



Blue	Work-based Activity
Orange	Self-Study Assessment
White	Classroom Activity

## Functional Skills

If your apprentice does not hold a GCSE 4/5 or equivalent in English and maths, they will be required to complete functional skills. Delivery options will be agreed upon before the commencement of the apprenticeship.

## End Point Assessment (EPA)

The EPA tests and validates the knowledge, skills and behaviours that an apprentice has gained during their training and demonstrates the competence of an apprentice in their role. This assessment for the Senior Leader Standard consists of:

- Strategic business proposal, presentation and questioning
- A professional discussion underpinned by a portfolio of evidence

On successful completion of the EPA, apprentices may choose to become either:

- A Chartered Manager or Chartered Fellow of the Chartered Management Institute
- A Fellow of The Institute of Leadership and Management

## The Learner Journey

<b>Month 1</b>	<b>Sign up and Induction</b>	<b>Skills scan · Developmental activities · Induction ·</b>
<b>Months 1-18</b>	<b>On Programme</b>	<b>Knowledge delivery · Interactive workshops · Peer learning</b>
<b>Months 1-18</b>	<b>Portfolio Completion</b>	<b>Skills development · Portfolio building · Tutorials · Custom learning plan</b>
<b>Months 21-24</b>	<b>Gateway to EPA</b>	<b>Mock assessments · Strategic business proposal</b>
<b>Months 23-31</b>	<b>EPA</b>	<b>Strategic business proposal · Presentation · Q&amp;A session · Professional discussion · Progression routes</b>

## Additional 'Optional' Qualification

### ILM Diploma for Senior Leaders

Cost: £700

This is an additional course that could support the Senior Leader Apprenticeship, your apprentice can have the option to develop their knowledge of leadership and management, along with skills to progress in the workplace.

This course can be completed to gain a nationally recognised qualification in addition to the above apprenticeship standard. This qualification will provide the skills training below:

- Develop their ability to lead, motivate and inspire to drive better results
- Use core management techniques to provide strategic direction within your organisation
- Apply horizon scanning to seek out new opportunities for growth
- Deliver core strategic objectives within your organisation

The aim of this qualification is to support the apprentice's preparation for the End Point Assessment (EPA) but is not essential.