

**CITY** OF GLASGOW  
COLLEGE

Let Learning Flourish



**MODERN APPRENTICESHIP**  
Management Programmes



# Management

## MODERN APPRENTICESHIP IN MANAGEMENT (SCQF LEVEL 7)

***Duration - up to 24 months***

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### Overview

This qualification offers a valuable pathway for those looking to pursue a career in management. Candidates will build upon and develop their managerial skills and be supported through mentoring to meet the demands of modern-day business environments. This qualification is jointly awarded with the Chartered Institute of Management (CMI) and candidates can take advantage of 12 months free studying membership of CMI.

### Key outcomes

- SVQ in Management at SCQF Level 7 (4 mandatory and 3 optional units)
- Core Skills at SCQF Level 5: Communication, Numeracy, Information and Communication Technology, Problem Solving, Working with Others
- One core skill at a higher level, one unit from an SVQ at SCQF Level 6 or above relevant to the apprentice's job role or one additional unit from the Management SVQ at SCQF Level 7
- Meta Skills

### Course content

- Develop your knowledge, skills, and competence
- Lead your team
- Manage people's performance at work
- Provide healthy, safe, secure and productive working environments and practices

### This apprenticeship is suitable for

Individuals employed with managerial responsibility who are looking to:

- Develop management and leadership skills
- Obtain a formal qualification
- Continue professional development

**Relevant job roles:** line manager, section managers, assistant manager, trainee manager, senior supervisor

### Delivery model

The training offered through this programme is entirely work-based. Each apprentice will be assigned an assessor who will schedule regular meetings to ensure the programme is delivered effectively. Assessments will be uploaded to our E-Portfolio system. Employers must allocate a minimum of three hours per week for apprentices to focus on their qualification.

### Progression

Employment across many sectors in a middle management role

Technical Apprenticeship in Management (SCQF Level 9)

Various PDAs in Management from SCQF level 8 and above









THIS IS YOUR  
OPEN DAY  
SATURDAY 26 FEBRUARY

MICHIGAN



# Management

## TECHNICAL APPRENTICESHIP IN MANAGEMENT (SCQF LEVEL 9)

*Duration - up to 24 months*

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### Overview

This qualification offers a valuable pathway for those looking to pursue a career in management. Candidates will develop and enhance their managerial skills and be supported through mentoring to meet the demands of modern-day business environments. This qualification is jointly awarded with the Chartered Institute of Management (CMI) and candidates can take advantage of 12 months free studying membership of CMI.

### Key outcomes

- SVQ in Management at SCQF Level 9 (4 mandatory and 4 optional units)
- Career Skills units at SCQF Level 7 or above (must achieve a minimum of 15 Credits in total)
- Meta Skills

### Course content

- Develop Operational Plans
- Provide Leadership in Your Area of Responsibility
- Develop and Sustain Productive Working Relationships with Stakeholders
- Manage Business Processes

### This apprenticeship is suitable for

Individuals employed in managerial roles who are looking to:

- Enhance management and leadership skills
- Obtain a formal qualification.
- Continue professional development.

**Relevant job roles:** manager, operations manager, department manager, area manager, specialist manager

### Delivery model

The training offered through this programme is entirely work-based. Each apprentice will be assigned an assessor who will schedule regular meetings to ensure the programme is delivered effectively. Assessments will be uploaded to our E-Portfolio system. Employers must allocate a minimum of three hours per week for apprentices to focus on their qualification.

### Progression

Employment across many sectors in a senior management role  
Professional Apprenticeship in Management (SCQF Level 9)  
Various PDAs in Management from SCQF level 9 and above

# Management

## PROFESSIONAL APPRENTICESHIP IN MANAGEMENT (SCQF LEVEL 11)

***Duration - up to 24 months***

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### Overview

This qualification recognises the knowledge and skills required of senior managers across public and private sectors. It has been designed provide a robust and certificated qualification which equips professionals with a range of knowledge, skills, and values to effectively lead and drive organisational change. This qualification is jointly awarded with the Chartered Institute of Management (CMI) and candidates can take advantage of 12 months free studying membership of CMI.

### Key outcomes

- SVQ in Management at SCQF Level 11 (3 mandatory and 4 optional units)
- Career Skills units at SCQF Level 8 or above (must achieve a minimum of 20 Credits in total)
- Meta Skills

### Course content

- Lead your organisation
- Manage continuous improvement
- Identify and evaluate opportunities for innovation and improvement

### This apprenticeship is suitable for

Individuals employed in senior managerial roles who are looking to:

- Enhance expertise in management and leadership
- Obtain a formal qualification
- Continue professional development

**Relevant job roles:** director, head of department, manager, regional manager, senior manager

### Delivery model

The training offered through this programme is entirely work-based. Each apprentice will be assigned an assessor who will schedule regular meetings to ensure the programme is delivered effectively. Assessments will be uploaded to our E-Portfolio system. Employers must allocate a minimum of three hours per week for apprentices to focus on their qualification.

### Progression

Employment across many sectors in a senior management role  
Post-graduate study (management/business related)

# Management

## TECHNICAL APPRENTICESHIP IN PROJECT MANAGEMENT (SCQF LEVEL 8)

**Duration - 24 months**

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### Overview

This apprenticeship is designed to support candidates develop a wide range of skills that can be applied throughout the lifecycle of business projects. Learners will be expected to put their learning into practice under the guidance of experienced mentors and produce a portfolio of work for evidence requirements.

### Key outcomes

- Diploma in Project Management at SCQF Level 8 (8 mandatory units)
- APM Project Management Qualification (PMQ) at SCQF Level 7
- Meta Skills

### Course content

- Developing personal & professional practice through project delivery
- Project initiation
- Project planning & scheduling
- Project monitoring & reporting
- Contract & quality management
- Managing teams & stakeholders
- Managing budgets & risk
- Understanding your organisation and its approach to project management

### This apprenticeship is suitable for

Individuals who function within a project management in their job role who are looking to:

- Lead on complex projects
- Obtain a formal qualification.
- Continue professional development.

**Relevant job roles:** project support officer, project coordinator, project controller, project scheduler, project management analyst, junior project manager

### Delivery model

The training offered through this programme is entirely work-based. Each apprentice will be assigned an assessor who will schedule regular meetings to ensure the programme is delivered effectively. Assessments will be uploaded to our E-Portfolio system. Employers must allocate a minimum of three hours per week for apprentices to focus on their qualification.

### Progression

APM Project Management Qualification (PPQ) at SCQF Level 9

Move into senior project management roles

BSc (Hons) Project Management





## CONTACT US

Thinking about taking on an apprentice? Looking to upskill in your career? Or maybe just looking for some more information. Get in touch with us using the contact email below and one of our team will get back to you.

[Apprenticeships@cityofglasgowcollege.ac.uk](mailto:Apprenticeships@cityofglasgowcollege.ac.uk)

**CITY** OF GLASGOW  
COLLEGE

[www.cityofglasgowcollege.ac.uk](http://www.cityofglasgowcollege.ac.uk)

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