Highfield **Level 3** End-Point Assessment for **ST0384 Team Leader/ Supervisor v1.1**

£

Government funding band – £4,500

Gateway requirements – level 2 English and maths (optional for 19+, please see funding rules)

End-point assessment methods – knowledge test, structured competency-based interview, portfolio of evidence and professional discussion relating to a CPD activity

Working as a team leader or supervisor

A team leader or supervisor is a first-line management role with operational/project responsibilities or the 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 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.

Highfield

Your apprentice's journey

Ready for training

- Initial assessment
- English and maths training (optional for 19+, please see funding rules)
- On-programme training to meet the requirements of the standard
- Gateway readiness self-assessment

Set for assessment

End-point assessment methods are:

Knowledge test
- Scenario and situation-based questions
- Demonstrating the apprentice's knowledge

Structured competency-based interview
- Structured series of questions
- Covering skills within the standard

Portfolio of evidence
- Covering the remaining knowledge, skills and behaviours within the standard
- Consists of written statements, project plans, reports, observations, professional discussion, presentations, performance reviews and feedback (including peer feedback)

Professional discussion
- Covering CPD and additional learning activities

Go further

On completion, apprentices may choose to register as associate members with the Chartered Management Institute and/or the Institute of Leadership & Management to support their professional career development and progression.

Available support

On-programme support
- Delivery resources
- Qualification mapped to standard
- Tutor support resource
- Innovative and multi-device e-learning courses

End-point assessment support
- Gateway and mock assessments
- Bespoke end-point assessment solutions
- Progression tracking system
- Staff training, standardisation and support