

Highfield Level 3 End-Point Assessment for ST0384 Team Leader

Mock Assessment Materials

Presentation with Questions

Data collection and benchmarking			
Ref	Assessment Criteria (Pass)	Achieved	Not achieved
DC1	Outlines the processes and policies supporting the delivery (of the chosen topic) and the regulation, legislation and compliance which impacts their role and the organisation (K3, K5)		
DC2	Explains how (the chosen topic) considers external factors affecting the workplace, how they are managed, and the influence of the wider social and economic environment in which the organisation operates (K15, K21)		
DC3	Collates and interprets data and information to create reports tailored to the needs of different audiences (K20, S3)		
Ref	Assessment Criteria (Distinction)	Achieved	Not achieved
DC4	<i>Evaluates the impact of external factors and the influence of the wider social and economic environment in which the organisation operates (on the chosen topic) (K15, K21)</i>		
DC5	<i>Evaluates how well the reports they created met the needs of different audiences (K20, S3)</i>		

Problem analysis and conclusions			
Ref	Assessment Criteria (Pass)	Achieved	Not achieved
PA1	Explains how their role impacts on the organisation's strategy and objectives and the impact that cross team working has on delivering them (K6, K19)		
PA2	Applies communication techniques, problem-solving and decision-making principles to provide solutions and influence the decision-making process (K9, K12, S5)		
Ref	Assessment Criteria (Distinction)	Achieved	Not achieved
PA3	<i>Justifies their selection of communication techniques, problem-solving and decision-making principles to provide solutions and influence the decision-making process (K9, K12, S5)</i>		

People and relationships			
Ref	Assessment Criteria (Pass)	Achieved	Not achieved
PR1	Explains how they manage and maintain relationships with a diverse workforce and stakeholders, set objectives, monitor progress and provide guidance and feedback for individual and team performances (K11, S9, S15)		
PR2	Explains how they proactively support the delivery of equity, diversity and inclusion in the workplace and monitor the impact on their team (S17, B2)		
Ref	Assessment Criteria (Distinction)	Achieved	Not achieved
PR3	<i>Evaluates the impact in the workplace of promoting an inclusive culture (S17, B2)</i>		

Future plans and opportunities			
Ref	Assessment Criteria (Pass)	Achieved	Not achieved
FP1	Describes the impact of internal and external factors on their role, identifying how they will work flexibly to adapt to future changes in the sector that may affect their organisation (K16, S18, B5)		