

# Highfield **Level 3** End-Point Assessment for **ST0384 Team** **Leader v1.4**



Government funding band – £5,000



Gateway requirements – achieved level 2 English and maths (optional for 19+, please see funding rules), submitted a portfolio of evidence, submitted organisation's policies and procedures



End-point assessment methods – presentation with questions, professional discussion underpinned by a portfolio of evidence

## *Overview of the standard*

A team leader is found in organisations where there is a requirement for first-line management and a need to support teams and senior management.

The broad purpose of the occupation is a team leader role, with operational and project responsibilities. They will have responsibility for managing individuals, a team, or elements of a project. They provide direction, instructions, and guidance to ensure the achievement of set goals. Team leaders are vital for the smooth functioning of all departments in any organisation and are often responsible for ensuring the function is correctly administered and maintained in line with legislation of the organisation's procedures.

Roles/occupations may include duty lead, team leader, project lead, shift supervisor, supervisor and trading manager.

## 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

The end-point assessment methods are:

#### Presentation with questions

- a presentation submitted by the end of week 4 of the EPA
- 20-minute presentation
- 30-minute question and answer session with an independent assessor

Professional discussion underpinned by a portfolio of evidence:

- 60-minute formal two-way discussion with an independent assessor
- Portfolio of evidence is submitted at gateway but is not directly assessed

### Go further

By the end of this apprenticeship the candidate will progress further in the sector in related job roles, such as a department manager or general manager.

## Available support

### On-programme support

- Delivery resources
- Tutor support resources, including 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



## Need to know more:

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