



KNOW WHERE YOU ARE GOING ON YOUR CRITICAL PATH TO PROJECT MANAGEMENT.



‘LET OUR ADVANCE WORRYING BECOME ADVANCE THINKING AND PLANNING’ – WINSTON CHURCHILL

ASSOCIATE PROJECT MANAGER (APM) APPRENTICESHIP STANDARD

18 MONTHS  LEVEL 4

COURSE OVERVIEW

This course is the perfect opportunity to develop the skills of new recruits or support the progression for current employees.

It's ideal for all project management staff responsible for delivering projects of any size, who need to plan how they will be achieved, how long they will take and

how much they will cost, as well as working with the project team to achieve the required outcomes. The course also includes allocating resources and liaising with supply chain partners.

This programme includes the Association of Project Management's Project Management Qualification (APM PMQ), fully supported by the experts at Parallel Project Management.



PARALLEL PROJECT TRAINING

We're with you all the way.

WHAT YOU WILL LEARN

Below is a sample of just some of the modules covered by the programme:

Module 1: Project Management Environment

- ✓ Project Management Environment
- ✓ Portfolio and Programme Management
- ✓ Organisations and Structures
- ✓ Roles and Responsibilities
- ✓ Project Office

Module 3: Business Cases

- ✓ Benefits Management
- ✓ Communication
- ✓ Stakeholder Management
- ✓ Business Case

Module 5: Project Planning

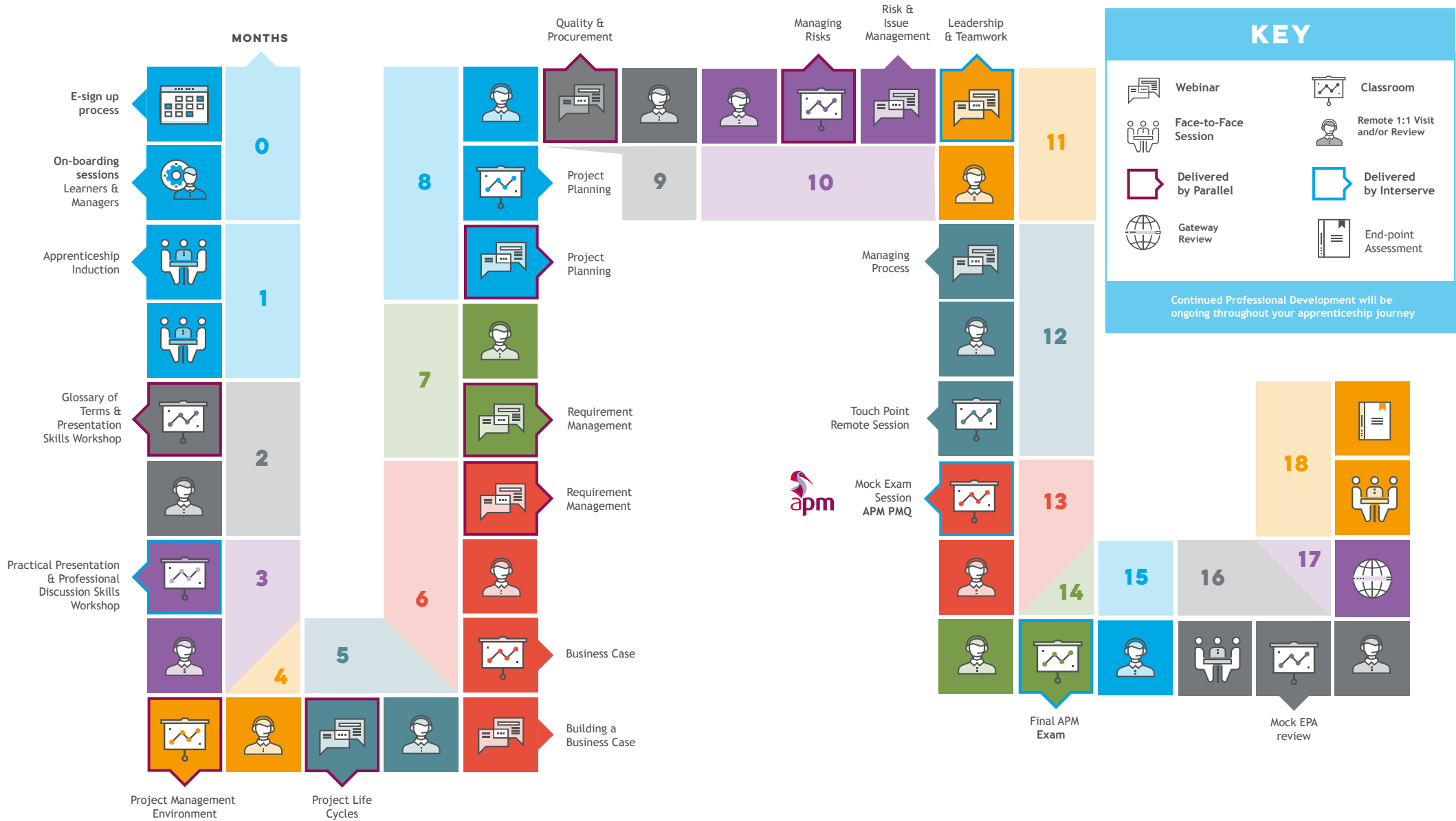
- ✓ Project Planning
- ✓ Estimating
- ✓ Scheduling
- ✓ Resource Management
- ✓ Project Management Plan

Module 9: Progress Management

- ✓ Managing Progress
- ✓ Change Management
- ✓ Information Management
- ✓ Reporting
- ✓ Budget and Cost Management
- ✓ Earned Value Management

PROJECT MANAGEMENT LEVEL 4 APPRENTICE

THE LEARNER JOURNEY | 18 MONTHS



PROJECT MANAGEMENT LEVEL 4 APPRENTICE

FAQs

Is this for new or existing staff members?

Both. This course is great to upskill longstanding employees and to develop new hires joining the team.

What kind of time commitment is required?

The ESFA requires 20% of an apprentice's time to be committed to off the job training. This could include all naturally arising learning opportunities at work, tutor support time, independent study time, participation in conferences and other activity. The dedicated ILE representative will be able to give more details.

Am I eligible for this course?

An apprentice has to spend 50% of their working time or more in England. This qualification could represent 'significant new skills' (i.e. generally that the apprentice hasn't done this course before). There are other detailed requirements which will be discussed during the initial assessment and enrolment process.

What kind of assessment is involved?

You will build a strong portfolio of evidence which demonstrates your ability to meet the knowledge, skills and behaviours of the Apprenticeship Standard. This will include documents, communications, and plans you create in your daily work in delivering projects. You will also complete mock questions in readiness for the APM PMQ exam and monthly work place assignments. This activity will be supplemented by observation and discussion with your Training and Development Officer and your employer can also support the assessment process by providing witness testimonies as evidence of your competency.

Where are the face-to-face sessions?

There are two parts to the End Point Assessment process. The first part is a presentation supported by a portfolio of evidence, and the second part is a Professional Discussion. Both of these assessments are completed with an external End Point Assessment to test your knowledge, skills and behaviours. This should take approximately one hour to complete. Don't worry if you haven't completed a formal assessment in long time, our trainers will help you get ready for this every step of the way.

PROGRAMME BREAKDOWN



20 Remote or face-to-face Progress Reviews



8 Webinars



9 Classroom Sessions



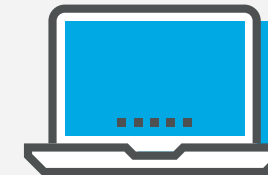
10 Virtual Learning Sessions



WHAT HAPPENS NEXT?

Sign me up!

Contact us today and we'll talk to you and your line manager about your next steps to sign up to the programme. We'll also answer any questions that you may have too, before signing up online.



ENQUIRE ONLINE
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