

# LEARNER JOURNEY - TEAM LEADER (LEVEL 3)

## Sign Up Call

- Complete sign-up via Bud
- Intro to your training plan

## Learning & Support

- 15-month duration with a 3-month EPA period
- Fully remote teaching via Microsoft Teams
- Complete independent learning, portfolio building, and workplace activities
- 1:1 tutor support
- Complete functional skills (if required)

## Course Content Focus

- Building high performing teams
- Data collection and benchmarking
- Problem analysis and conclusions
- Communication and operational plans
- Managing change and project management

## End Point Assessment (EPA) Preparation

- Mock EPA assessments
- Support to build confidence in presentation skills for the final EPA

## Pre-Sign Up Call

- Introduction to apprenticeship, training plan, EPA, and apprentice and manager responsibilities
- Check if the course is suitable for you

## First Workshop

- Course overview
- BUD e-portfolio introduction
- Introduction to Skills On-Demand: e-learning platform

## Progress Reviews

- 10-week reviews with tutor, apprentice, and manager
- Set goals and check progress

## End Point Assessment & Certification

- Remote EPA with Highfield
- Get results and certificate