

Chartered Manager Degree Apprenticeship

BA (Hons) in Management Practice



Where business comes to life



People who start their careers on an apprenticeship scheme are likely to stay longer and gain invaluable knowledge of different aspects of the organisation as they progress.



Social Mobility Commission

Apprenticeships That Work For All, October 2021

Meet the Programme Director

Dr Andrea Tresidder is a Lecturer in Organisational Behaviour at Henley. Her doctoral research focused on learning in a careers context.

Andrea's lifelong passion for learning inspired her to develop the Chartered Manager Degree Apprenticeship | BA (Hons) in Management Practice as a practical alternative to a traditional degree.

Building on Henley's expertise in the undergraduate and apprenticeships spaces, this innovative programme helps employers attract and develop bright early career talent who are keen to start their career.



Dr Andrea Tresidder

Programme Director

Chartered Manager Degree Apprenticeship
BA (Hons) in Management Practice

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Programme overview

This programme supports your organisation to recruit and nurture early career talent in order to build future management capability. Through the programme, employees will develop their personal effectiveness, management skills, and understanding of your organisation.

Programme duration:

3 years including the end-point-assessment (EPA).

Suitable for:

This apprenticeship programme is for ambitious early career talent with less than three years' professional work experience.

Location:

Combines face-to-face workshops at our Whiteknights campus (or locations nationwide) with online and on-the-job learning.



Key facts

- A pre-experience Level 6 degree apprenticeship
- Programme fee of **£22,000** can be funded by your organisation's apprenticeship service account
- Shape the future of your workforce and build a pipeline of diverse, promising talent
- Employability skills such as communication and time management are embedded throughout the programme
- First cohort planned for **September 2023**

Modules and learning



The BA (Hons) in Management Practice has been developed in consultation with employers as a work-based learning programme that meets the requirements for the Level 6 Chartered Manager Degree Apprenticeship standard.

During the programme apprentices will develop their professional competencies and apply what they learn as they progress in their career.

They will gain a deep understanding of your organisation's operating environment and explore how it can deliver sustainable value for its various stakeholders.



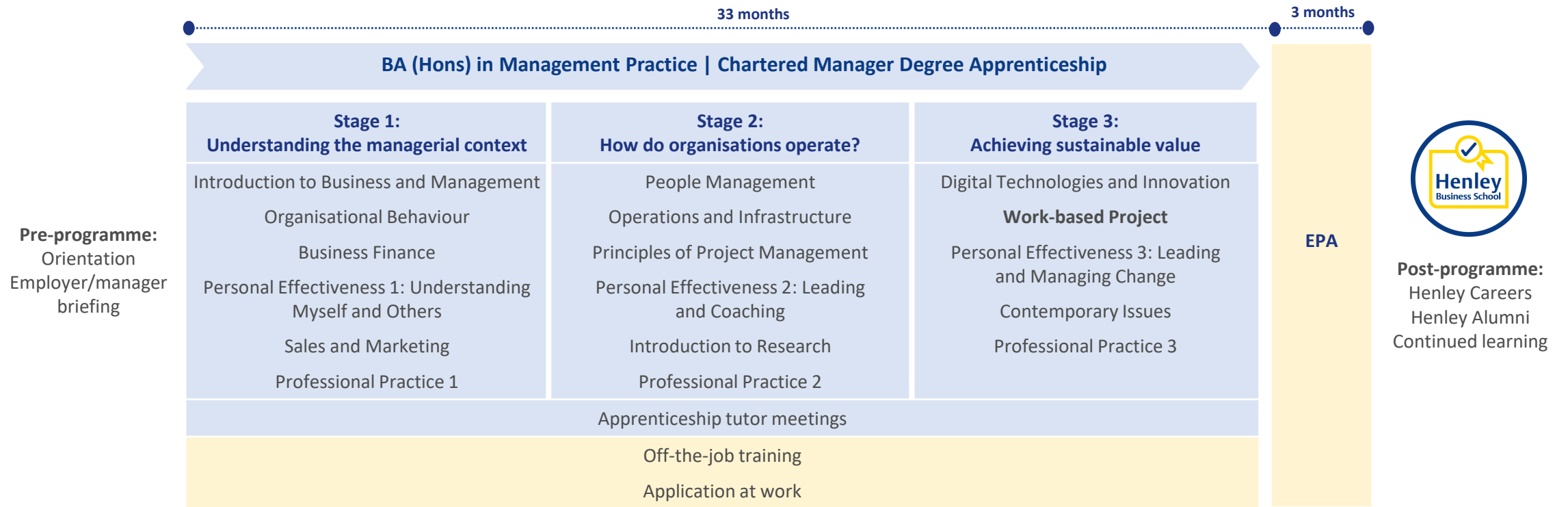
Learning is facilitated by our specialist academic staff.

A blended learning approach means the learners will have access to a wealth of module content, as well as research/study skills materials on Canvas, our virtual learning environment.






Learners will also be supported by an apprenticeship tutor who will help them stay on track.



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Each module includes:

-  Full-day workshops. Learners take part in **21 workshop days in total**, spread throughout the programme. Typically **15 of these workshops are delivered face to face**
-  Online activities including reading material and weekly seminars with a learning coach
-  Progress checks with the learner's apprenticeship tutor
-  The opportunity to apply new knowledge, skills and behaviours in the workplace
-  Coursework that enables learners to relate what they have learned to their work context



The apprenticeship learning

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Stage 1

- **Introduction to Business and Management**
Learners will analyse the organisation's operating environment and consider how this may direct strategy.
- **Organisational Behaviour**
Explores themes including EDI, teamworking, organisational culture, organisational performance and motivation.
- **Business Finance**
Gives learners an understanding of financial and management accounting.
- **Personal Effectiveness 1: Understanding Myself and Others**
Develops learners' interpersonal skills, including personal presence.
- **Sales and Marketing**
Explores marketing in the wider context of business management.

Stage 2

- **People Management**
Explores the management of human resources for sustainable organisational success.
- **Operations and Infrastructure**
Introduces core concepts around operations and supply chains.
- **Principles of Project Management**
Introduces project management at a strategic, system and operational level.
- **Personal Effectiveness 2: Leading and Coaching**
Introduces learners to the foundations of leadership, coaching and mentoring.
- **Introduction to Research**
Introduces learners to key elements of the research process to support them in planning and developing their final Work-based Project.

Stage 3

- **Digital Technologies and Innovation**
Explores the impact of innovation and digital technologies on organisations.
- **Work-based Project**
Learners prepare and/or undertake a change intervention in the workplace.
- **Personal Effectiveness 3: Leading and Managing Change**
Explores organisational change management, conflict management, and methods for shaping the organisation's purpose.
- **Contemporary Issues**
Explores themes including sustainability, values, ethics and governance.

Professional Practice

All three stages are underpinned by this module, which strengthens the link between theory and practice and equips students with the skills needed at an academic and professional level.



At the end of the programme, there is an end-point assessment (EPA), an objective and independent assessment that includes:

- Strategic business proposal
- Evidence portfolio



“ The tutors had so much industry experience ... when I look back now, I really appreciate how beneficial [the course] has been in giving me the foundations for the job I’m doing now. ”

Holly Cottingham

Graduate, BSc Business and Management at Henley Business School

Key benefits

For your organisation

- Attract and retain early talent by investing in their development
- Strengthen your leadership pipeline
- Develop employees with the ability to lead and innovate in a complex business environment
- Apprentices apply their learning to current business challenges and opportunities
- Employability skills such as communication, time management and decision-making are embedded throughout the programme



For the apprentices

- Gain a strong grounding in different areas of business and management through practical, relevant learning
- The programme is designed to support your professional development, helping you build confidence and progress your career
- Each cohort brings together learners from a variety of industries, enabling you to work together, share ideas, support each other and learn from each other's diverse experiences
- Join Henley's alumni network, which includes over 87,000 individuals in 165 countries
- On completion of the programme, you can join the Chartered Management Institute as a Chartered Manager (subject to experience)



According to CMI research, as many as

4 out of 5

managers in the UK are **'accidental managers'** – those promoted to their role without adequate training

Assessment and awards

There are no exams

Apprentices showcase the impact of their work and learning through coursework-based assessments. These may include reports, blogs, portfolios or presentations. At Stage 3 they will also complete a work-based project.

The final stage of the apprenticeship is the end-point assessment (EPA), where apprentices will submit their Portfolio of Evidence and Project Report and conduct a live Project Presentation and Competency-based Interview.

On successful completion, apprentices will be awarded:

- **Level 6 Chartered Manager Degree Apprenticeship**
- **BA (Hons) in Management Practice from Henley Business School**

For employers that choose the CMI as the End-point Assessment Organisation (EPAO), apprentices may also achieve:

- **CMI Level 5 Diploma in Management and Leadership**
- **Chartered Manager status** (subject to experience)
- **CMI student membership** (programme duration plus three months with option for them to pay for full membership thereafter).



Nominating your employees

Selecting candidates

Once you have identified that this programme meets your organisational needs, we will guide you on how to select the right candidates and make sure the employees you put forward are eligible for Levy funding.

Entry requirements

Learners should:

- Have less than 3 years' professional experience
- Have 3 A-levels at ABB (or equivalent); **or** up to 3 years' excellent professional experience; **or** a strong evidence-based personal statement demonstrating their suitability
- Meet the ESFA apprenticeships eligibility criteria

Funding

The Chartered Manager Degree Apprenticeship | BA (Hons) in Management Practice can be funded by your organisation's apprenticeship service account.



Maths and English

Apprenticeship applicants must have obtained Level 2 equivalent qualifications (i.e. GCSEs at Grades 9-4 or A*-C, or equivalent) in English and Maths. Employers are required to provide evidence of these qualifications before applicants may proceed with their application.

Our [notices section](#) of the website has further information if they do not have the qualification or have mislaid their certificates.

Find out more about the programme:



<https://hly.ac/cmda-mp>



apprenticeships@henley.ac.uk

Our Whiteknights campus



Reading, South East England



30 mins from London Paddington and Oxford

- Set in 130 hectares of stunning parkland, with shops, study areas and social venues in easy walking distance
- Home to more than 23,000 students from 160 countries: a great environment to try new things and gain new perspectives
- Learners can:
 - Join a thriving community of more than 100 societies
 - Become a member of the University SportsPark
 - Enjoy a discount on hundreds of high street and online brands through their NUS Apprentice extra card



Important information

This document was produced in May 2023 and is aimed at individuals and organisations interested in applying for a place or places at the University of Reading (“the University”) to a Henley Business School (Henley) Apprenticeship Higher or Degree programme in 2023.

This document describes in outline the programmes and services offered by Henley. Henley makes every effort to ensure that the information provided in this document is accurate and up-to-date at the time of going to press (May 2023). However, it may be necessary for Henley to make some changes to the information presented in this document following publication. These reasons may include, by way of example, operational and/or academic reasons, which reflect changes in practice or theory in an academic subject as a result of emerging research, if an accrediting body requires certain changes, or if the UK Government introduces legislation and/or public health measures that require us to make changes to any of the published information. We have set out in this document information regarding typical programme content at the date of publication, but this is not intended to be construed and/or relied upon as a definitive list of the topics that will be covered. Programme content may change due to developments in the curriculum, the research interests of staff, or the relocation of staff.

To make an informed and up-to-date decision, please visit www.henley.ac.uk or contact us at apprenticeships@henley.ac.uk for the latest information before applying to study.

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