



# Kids Planet Training Academy

## Team Leader or Supervisor - Level 3 Apprenticeship

The Team Leader or Supervisor Apprenticeship is now available through Kids Planet Training Academy. This apprenticeship aims to develop the knowledge, skills and behaviours of a practitioner to enable them to lead and manage their team at an operational level.

### Who is it for?

A team leader/supervisor is a first-line management role, with operational/project responsibilities or responsibility for managing a team to deliver a clearly defined outcome. They provide direction, instructions, and guidance to ensure the achievement of set goals. Working in the private, public or third sector and in all sizes of organisation, specific responsibilities will vary, but the knowledge, skills and behaviours needed will be the same whatever the role.

Key responsibilities are likely to include supporting, managing, and developing team members, managing projects, planning, and monitoring workloads and resources, delivering operational plans, resolving problems, and building relationships internally and externally.

Roles/Occupations may include: Supervisor, Room Leader, Project Officer, Deputy, 3rd in charge, room senior, manager, and team leader.

### What will apprentices learn?

Undertaking this apprenticeship will develop the practitioner's ability to reflect and build on practice. Topics include: Leading and Managing People, Communication, Building Relationships, Operational Management, Project Management, Self-Awareness and Management of Self, Finance, Decision Making.

### Content:

The Academy will support all our apprentices. We have highly skilled and knowledgeable staff with significant experience of working in the sector at a managerial level who will be able to share their experiences and support you. We deliver the programme throughout the year providing you with the flexibility to start the apprenticeship when it meets your needs. All learning is either on a 1-2-1 basis or small group face to face or online zoom sessions including: remote support, independent learning, project planning and implementation, work-related case studies, ongoing mentoring, coaching, advice and guidance, specialist English/maths support (if needed) impartial information, advice & guidance.

### Off the job:

As part of an apprenticeship at any level, you are required to complete 20% off the job training from the day of enrolment to the day you reach Gateway. This can be structured in different ways in agreement with your line manager.

This can include attendance at apprenticeship training sessions where you have gained new knowledge, skills, and behaviours, time spent completing work set for your apprenticeship including research carried out, training sessions required by the workplace including face to face and online, practical training including shadowing and observing colleagues, mentoring, learning new knowledge, skills and behaviours during your working day relevant to your apprenticeship.

Contact us today to apply: [training@kidsplanetdaynurseries.co.uk](mailto:training@kidsplanetdaynurseries.co.uk)