

## Team Leader

This occupation is found in small, medium, large, and multinational organisations in private, public, and third sectors across all areas of the economy. A team leader is found in organisations where there is a need for first-line management, supervision or support for teams and senior management.

Team leaders manage or supervise individuals, teams, or elements of a project, or a combination of these. They offer direction, instructions, and guidance to achieve set goals. They are vital for the smooth running of an organisation's functions and are often responsible for ensuring that these are correctly administered and maintained in line with legislation and the organisation's procedures.

You can see more information about the apprenticeship standard at [Skills England](#).



### Assessment methods

1

#### **Presentation with questions**

The presentation and questions will last for 50 minutes, with 20 minutes of presentation and 30 minutes of questions. The presentation should cover, data collection and benchmarking, problem analysis and conclusions, people and relationships, future plans and opportunities.

2

#### **Professional discussion**

A 60 minute discussion underpinned by portfolio of evidence. The discussion will cover building a high performing team, communications, implementing operational plans, managing change, continuous improvement, using technology and contributing to a project.



Learning



Gateway



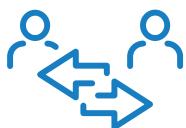
End-Point Assessment

## The EPA Process



### Gateway meeting:

training provider, employer and apprentice meet to determine if they are ready for their EPA, and submit any files as needed through the iLearner system.



### Assessor meeting:

the employer and an iCQ Assessor meet to agree any evidence submitted by the apprentice and plan dates for assessments.



### Learner preparation:

the employer and training provider make sure the learner is familiar with the iLearner tools and formats of their assessments.

**End-Point Assessment** is carried out by iCQ Assessor.

<b>Cost</b>	<b>£675 (remote)</b>
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## With you every step of the way

iCQ support the complete apprenticeship journey for employers, training providers and learners through our innovative iLearner platform – making it easy and quick to record and track progress.



\*Apprenticeship starts from 1<sup>st</sup> August 2025 are eligible for the 8-month minimum duration, starts before 1<sup>st</sup> August 2025 are subject to a 12-month minimum duration.