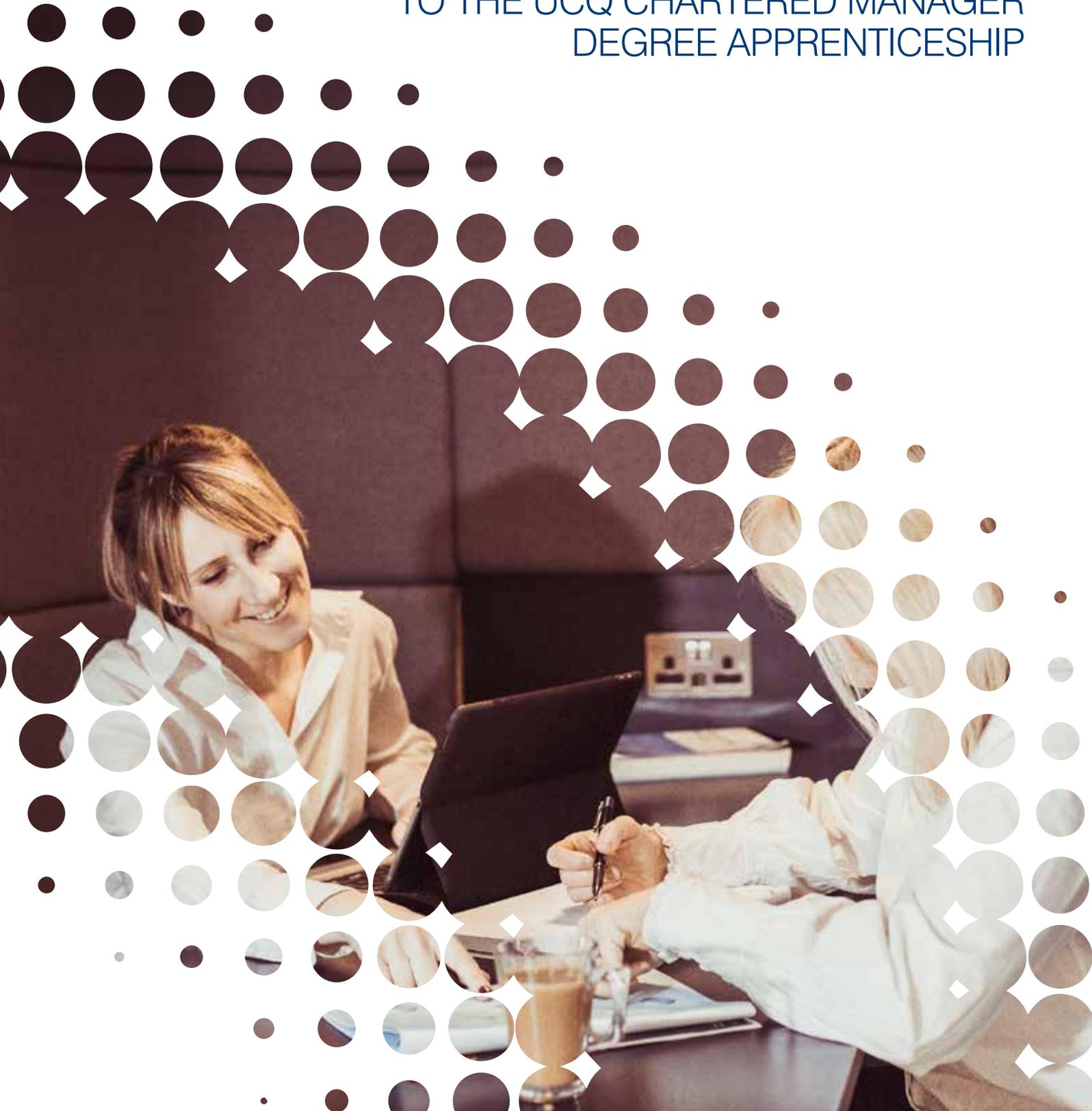


THE EMPLOYER'S GUIDE TO THE UCQ CHARTERED MANAGER DEGREE APPRENTICESHIP



WHAT ARE DEGREE APPRENTICESHIPS?

An alternative approach to leadership and management development

Developed by employers, for employers, degree apprenticeships are an innovative new form of work-based learning, offering individuals an alternative way of achieving a degree than attending open, class-based degree programmes with a higher education provider. With degree apprenticeships, students do not need to attend a conventional university and there are no exams; using the management theory and concepts which they learn, students are equally assessed against the resulting skills, knowledge and behaviours they apply and demonstrate when doing their everyday work.

Fully fundable through your apprenticeship levy payments

Degree apprenticeships are fully fundable through your apprenticeship levy payments. If you have exhausted the funds in your apprenticeship service account, Government will contribute a minimum of 90% towards the cost of any further apprenticeship training which you may wish to carry out.

Based around your organisation or business

Every aspect of a UCQ degree apprenticeship is directly relevant to and based around your staff members' employment, and our approach facilitates long-lasting applications of knowledge and skills which will benefit your organisation, through contextualising learning and assessment to your business demands, practices and ambitions. In other words, we work hard to understand your business and your employees' roles and contextualise the programme to ensure it is directly relevant to you, including work-based assignments that offer the added benefit of driving your business forward. The outcome for employers is engaged and qualified managers with proven skills, knowledge and behaviours who are more effective at their jobs, with the capacity to make much greater contributions to the business. Importantly, degree apprenticeships also include a focus on developing the behaviours and attributes that employers perceive to be present in the most effective managers, giving your staff the fullest development experience in their professional development journey.

Suitable for existing employees

Suitable for existing employees, as well as new staff and combining degree level qualifications and professional accreditation, a degree apprenticeship programme with UCQ will benefit public, private and third sector organisations, whether Small/Medium Enterprise (SME) or Fortune 500 giant.

- Innovative new form of work-based learning
 - Minimum 90% funding from Government
 - No need to attend a traditional university
 - No examinations
 - Achieve a degree and professional accreditation
 - Based around and directly relevant to the student's employment
 - Skills, knowledge and behaviours are assessed in workplace
 - Suitable for existing staff as well as new
 - Relevant to public, private and third sector organisations
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“Every aspect of a UCQ degree apprenticeship is directly relevant to and based around your staff members’ employment”



WHO IS UCQ?



New breed of higher education institute

UCQ is a new breed of higher education institute being encouraged by the UK Government through the Higher Education and Research Act 2017. Amongst its many aims, the Act seeks to disrupt the historic monopoly held by the traditional universities, and provide new entrants access to the higher education market. As well as stimulating competition, the Act is aimed at driving innovation, raising quality standards and aligning higher education more closely with employers.

Focused on driving business improvement

UCQ is a national independent provider of higher education, focused entirely on leadership and management development through work-based learning. Our unwavering aim is to help employers drive improvements in the performance of their organisations by developing the professional management capabilities of their staff.

- New breed of higher education institute
- National provider of work-based higher education
- Focused on professional leadership and management development
- Driven to help improve the performance of our clients organisations
- Specialists in delivering the Chartered Manager Degree Apprenticeship

“Our unwavering aim is to help employers drive improvements in the performance of their organisations by developing the professional management capabilities of their staff.”

WHAT IS THE CHARTERED MANAGER DEGREE APPRENTICESHIP?

A partner institution

UCQ is a partner institution of The Open University (OU) and an approved HE partner of the Chartered Management Institute (CMI). The UCQ Chartered Manager Degree Apprenticeship (CMDA) combines our BA (Hons) Professional Management degree (validated by The Open University) with the CMI Level 5 Diploma in Management and Leadership. Students successfully completing and achieving the programme will also receive professional recognition as a Chartered Manager (CMgr MCMI) through the CMI.

Flexibility and multiple starts

We believe that flexibility is key and understand the rapidly changing nature of business operations; that is why we offer multiple start points, throughout March, June, September and November, rather than a single, annual entry point to learning. Subject to conditions and a minimum of eight students we will open additional cohorts beyond the scheduled starts to suit employer needs

Professional people learning in a professional environment

To ensure that each student has a high level of support throughout the programme, we keep cohorts small, but with sufficient students to ensure a good dynamic for learning, where professional discussion and exchange of ideas can extend learning opportunities. Our students are all employed professionals and

as such, are peers that are able to share experiences of management, including sharing approaches from differing sectors, for best learning advantage. Their shared motivations for learning also support a dynamic learning environment and experience.

For existing managers or employees stepping up

The CMDA is ideal for existing managers or for employees that are stepping up or across to their first management role. The UCQ CMDA programme has been specifically developed, and is delivered, by our work-based learning specialists. They understand the realities of business from their extensive industry experience, gained working “at the coal face” of management; as a result, you can be confident that they will appreciate your needs, challenges and constraints, as well as those of your staff and will be able to deliver a programme to fully meet your organisational and staff needs.

Directly benefits the employer organisation

The UCQ CMDA programme is delivered and assessed using a range of methods and activities including face-to-face taught sessions, live webinar, assignments, projects, case studies, reports, portfolio building, presentations, self-directed study and group working. Importantly, all of these activities are focused upon the student’s actual work and are of direct benefit to the employer organisation. We aim to

gain maximum return on investment for our employer customers, whenever their employees study with us.

Taught sessions one day per month

Students undertaking the UCQ CMDA will typically attend taught sessions one day per month and to ensure flexibility, employers can select how and where these take place, choosing from one of six UCQ professional learning centres, an employer facility or live webinar; additionally, employers can create a blended solution from all of these options.

Complete one year earlier than with a traditional university

Our CMDA programme is organised around a 52-week delivery cycle rather than a standard undergraduate 30-week two semester cycle. This means students will complete the programme in a maximum of three years, as compared to four years plus with a typical traditional university approach. Earlier completion of the programme means staff becoming Chartered Managers twelve months sooner, enabling them to fully apply the value of their studies to driving the performance of your organisation. Learning with UCQ removes the “start/stop” nature of the historic



two semester approach, providing students with continuity of teaching and assessment, ensuring they can incrementally build their knowledge, skills and behaviours without interruption.

Exit awards

As the programme progresses, students continually build credits and, if for an unforeseen circumstance, are unable to complete, provided they have successfully passed the year 1 or year 2 stage gates, they will be entitled to receive exit awards from CMI and/or OU.

End point assessment

In order to successfully complete the CMDA, students will need to undertake an end-point assessment, which is normally carried out by a panel of representatives from your organisation, UCQ and CMI and will consist of the following:

- Review of the student's evidence portfolio, which includes their final year management project
- A short presentation by the student (10-15 minutes)
- An interview with the student by the panel

On completion and achievement

Students successfully completing and achieving on the UCQ CMDA will receive the following: -

- UCQ BA (Hons) Professional Management degree
- CMI Level 5 Diploma in Management and Leadership
- Professional recognition as a "Chartered Manager" by CMI (CMgr MCMI)

HOW WILL THE CMDA HELP MY ORGANISATION?

A professional occupation

At UCQ, we consider being a “Manager” as having a professional occupation, in exactly the same way as one would consider an engineer, accountant, architect or solicitor as having a professional occupation.

We know from experience that there is a vast pool of great talent in the managers of UK industry, who are ready for an opportunity to further develop and hone their knowledge and skills. However, it is also the case, according to the former Department for Business, Innovation and Skills (BIS), that ineffective management costs UK businesses £19 billion a year, 43% of employees consider their line manager to be ineffective and 80% of UK managers are not qualified to do the job. Professional development is therefore vital to ensure you get the proper and maximum return on investment from the people you place in management roles.

Driving your business performance

UCQ has created the CMDA programme specifically to help employers develop engaged and effective managers who are able to drive improvements in business performance and results; a few of which include: -

- Improved employee engagement performance
- Strengthening net promoter scores and levels of customer satisfaction
- Growth in income and revenues
- Increased average order value and reduced opportunity flow rate
- Growing levels of new product development and releases
- Enhanced operational efficiencies and cost optimisation
- Daily innovation and quality improvements
- Reduced debtor days and better cash flows

and, of course

- Improved earnings or surplus
- UCQ is all about driving business performance and our CMDA programme is a key enabler of this. As a work-based development programme with the employers business at the centre, we expect your managers to apply their learning immediately, contributing to performance improvements from the outset.
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PROGRAMME OVERVIEW

CHARTERED MANAGER DEGREE APPRENTICESHIP (CMDA)

Awards: BA (Hons) Professional Management degree, CMI L5 Diploma in Management and Leadership, Chartered Manager Status (CMgr MCMl)

Level: 6

Duration: Up to three years

Starts: March, June, September, November plus additional on request

Suitable for: Existing managers or those with management responsibilities, employees identified as future managers

Entry Requirements: Negotiated between UCQ and employer, though likely to include a minimum of

functional skills at L2 or above (or equivalent) and appropriate work experience

Delivery Method: Each module typically last 8 weeks, starting with a taught session, followed by a period of guided learning, during which students apply their learning, generating work-based evidence and work on the module assignment

'Off the Job' Component: One day per month at UCQ professional learning centre, client location or via live webinar

Fees: £27,000 per learner, fully fundable via the Apprenticeship Levy

Support for Students: UCQ

mentor for duration of programme. Accessible via face-to-face, email, phone, video conferencing or UCQ virtual learning environment (VLE)

Support for Employers: dedicated UCQ account manager for duration of programme. Responsible for understanding employer strategy, setting programme KPI's with employer, feeding back employer's requirements

Eligibility: Individuals holding an existing degree will be eligible to join the CMDA, provided it is not a degree in business and management

Year 1 Level 4 Modules

1.1 Academic Skills

Essential skills and knowledge required of a higher education student

1.2 Leading People

The impact of different leadership styles on individual and organisational performance

1.3 Communication

Understanding different forms of communication and their effectiveness in the workplace

1.4 Sales and Marketing

How sales and marketing strategies are relevant to management within the workplace

1.5 Decision Making

Making and communicating effective decisions

1.6 Professional Practice 1

Demonstrating your ongoing development as a professional manager

Exit Awards*

Certificate of Higher Education in Professional Management (Cert HE) validated by The Open University

*In the event of a Student being unable to complete the entire CMDA programme but who successfully completes Year 1 or Year 2 they will be eligible to receive an exit award from CMI and/or OU

Year 2 Level 5 Modules

2.1 Managing People

Recruit, manage, develop people using various approaches

2.2 Business Finance

Understand and assess the impact of financial performance

2.3 New Technologies

Technology as a tool for innovation and future developments

2.4 Digital Business

Today's modern business and how it can be used for your advantage

2.5 Developing Collaborative Relationships

Develop relationships with a range of key internal and external stakeholders

2.6 Professional Practice 2

Demonstrating your ongoing development as a professional manager

Exit Awards

Diploma of Higher Education in Professional Management (Dip HE) validated by The Open University
CMI Level 5 Diploma in Management and Leadership

Year 3 Level 6 Modules

3.1 Strategy and Change

Develop and implement an organisational strategy and how to manage change

3.2 Project Management

Planning, design, development and implementation

3.3 Professional Practice 3

Demonstrating your ongoing development as a professional manager

3.4 Management Project

A management related work based project

Completion Outcomes

BA (Hons) Professional Management degree, CMI Level 5 Diploma in Management and Leadership, Chartered Manager status (CMgr MCMI)

Assessment: There are no exams; the CMDA is entirely assessment-based and student achievement will be determined by the following assessments:

Knowledge and Skills assessment

Tutor assessment of study modules, assessment of work-based learning modules, review of evidence portfolio, employer review and feedback

Behavioural assessment

Students record the feedback from tutors, line managers, peers and direct reports throughout the programme to provide evidence of work-place behaviours which are then assessed against the requirements of the standard

End-Point assessment

- Review portfolio of work including final year work-based management project
- 10-15 minute presentation by the student
- Panel interview (employer, UCQ and CMI)



To find out how UCQ can help you improve the performance of your business, contact us today

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