

Diploma in Management

SCQF Level 7

Skills
Development
Scotland



Why choose GP Strategies Scottish Apprenticeships?

20+ years of experience in delivering modern apprenticeships

Achievement rate 10% over the national average

Consistently 'All Green with High Confidence' across our External Verification visits

Effective remote delivery across the whole of Scotland

Fully accredited with Qualification Scotland

Employer benefits

Dedicated account manager with tailored consultation

Unlock potential by creating an adaptive and resilient workforce

Remote delivery providing flexible workplace options

83% of employers say they have seen improved productivity

79% of employers say this has boosted staff morale

72% of employers say this has helped with staff retention

Apprentice benefits

Earn while you learn

Industry-recognised qualification

Support and guidance throughout

Enhanced career opportunities

The role of a management apprentice

This apprenticeship is designed for individuals in supervisory or assistant manager roles, providing structured support to help them develop a broad range of skills across key business functions.



Learning journey example

(The qualification includes 4 mandatory units and 3 optional units)

- 1 Develop your knowledge, skills, and competence
- 2 Lead your team
- 3 Manage people's performance at work
- 4 Provide healthy, safe, secure, and productive working environments and practices
- 5 Promote equality of opportunity, diversity, and inclusion
- 6 Lead meetings to achieve objectives
- 7 Use Information to take effective decisions

Evidence Gathering

Apprentices are supported and guided by a dedicated assessor throughout the apprenticeship programme.



Manage people's performance at work

Candidates learn to manage and monitor performance effectively to ensure objectives are met within their area of responsibility.



Provide healthy, safe, secure and productive working environments and practices

Candidates explore how to maintain a safe, secure, and productive work environment in line with organisational health and safety policies, without compromising security or productivity.



Promote equality of opportunity, diversity and inclusion

Candidates use strategies to actively promote equality, diversity, and inclusion within the organisation and lead initiatives that support these values.



Lead meetings to achieve objectives

Candidates learn how to plan and lead meetings that achieve objectives such as problem-solving, decision-making, consultation, and information sharing.

These are just some of the topics that apprentices could work towards. Your assessor will help you create a tailored programme to suit your needs.

Supplied by our partners

e-Portfolio

Our online portfolio is OneFile, which is easily accessible from any device at any time. This tool helps you gather evidence to build your portfolio, track your progress, and view any upcoming appointments booked with your assessor. Stay up to date with your progress, ask questions, and expand your knowledge with the click of a button.

Professional and Vendor Qualification

GP Strategies Scotland is an approved apprenticeship provider with Skills Development Scotland and Qualification Scotland. Additional training opportunities are available.



Qualifications
Scotland
Approved Centre



What happens next?

Initial meeting

Establish customer requirement

Identify most suitable solution

Set up

Complete formal agreements

Apprentice induction and initial assessment

Awarding body registration

Programme commencement

Induction appointment with assessor

Candidate e-Portfolio assigned

First action plan created

Support and feedback

Regular meetings with assessor, remotely through Microsoft Teams, telephone, and email

Quarterly updates with account manager

Review and evaluation

13-week reviews are carried out with the manager, candidate, and assessor to reflect on progress, celebrate success, and discuss any issues.

Celebrate success

Completion certificates sent to apprentice



GP Strategies

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If you would like any further information, contact:
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GP Strategies Scottish Apprenticeships – committed to equality and valuing diversity.

