

Training provided by

**IMPACT  
FUTURES**



# Level 7

## Senior Leader

Lead, manage and support

 **Home Instead.**  
*To us, it's personal*



## Senior Leader apprenticeship standard

This level 7 apprenticeship training programme develops the knowledge, skills and behaviours required to strategically lead effectively in an organisation.

It is suitable for those working a senior leadership role.

At the end of this training programme, you will be awarded a Level 7 Senior Leader Apprenticeship.

### Entry requirements

You must have been a UK, EEA, or EU resident for at least the past three years to undertake this training programme.

In addition, you must be able to commit to the full length of the programme, and be able to meet the programme modules through your job role.

If you do not have a level 2 or equivalent in Maths and English, you will be required to work towards achieving these qualifications as part of your apprenticeship.

### What is the duration and how will you learn?

Over the duration of 24 months, you will receive a combination of face-to-face and online training and support.

You will undertake an online assessment that will help us to understand your learning style and needs, then we will tailor your learning experience accordingly.

We ensure that you stay on track to complete your programme on time by managing your progress through our state-of-the-art e-portfolio system, Aptem.

### Off the job training

As part of the apprenticeship, alongside your job role, a minimum of 6 hours per week of your time in work must be dedicated to improving new skills, knowledge and behaviours.

This can be any time devoted to learning and improving new skills, knowledge and behaviours without interruption. This includes the following learning methods:



Online teaching



Digital learning resources



One to one tuition



Workplace assessment



*“Your ability to uplift others reflects the height of your leadership journey within”*

### End-point assessment (EPA)

Learnt knowledge, skills and behaviours will be assessed by an independent assessor in your end-point assessment (EPA). This typically involves elements such as:



Portfolio building



Professional discussion



Observation

# Your apprenticeship journey



## You will learn how to:



### Building empowered teams

- ✓ Implement pre-approval and how to unleash creativity through radical delegation
- ✓ Recruit for attitude, train for skill to ensure you get the best people for your culture
- ✓ Implement self-managed teams
- ✓ Ensure your structures and organisational design allow people to play to their strengths
- ✓ Create a culture where open and honest feedback is valued and encouraged



### Leading in a VUCA world (working with change, uncertainty and risk)

- ✓ Lead in a crisis guided by your ethics and values
- ✓ Build resilience in yourself and your workforce
- ✓ Provide inspiring leadership when steering your team through change
- ✓ Apply techniques to support business continuity and help mitigate risk



### Innovation and creativity

- ✓ Identify strengths in order to optimise the talent in your organisation
- ✓ Develop a culture where mistakes are celebrated – the art of learning from when things go wrong
- ✓ How disruptive technologies and new ways of working are going to impact the world of work
- ✓ Develop your skills in using liberating structures as a framework to release ideas and new thinking
- ✓ Investigate ways to broaden your thinking and look beyond the obvious solutions



This programme has been developed to meet the requirements of the Level 7 Senior Leader Apprenticeship standard awarded by the ILM.



You also have the option of undertaking the ILM Diploma for Senior Leaders alongside your apprenticeship which has been integrated in the programme design.



## The residential experience

Time out from the “day-to-day” provides the opportunity for insight, clarity and a fresh viewpoint on the performance, responsibilities and leadership challenges that both you and your organisation face.

This 2-day residential is part of the Senior Leader Apprentice pathway and you will attend one in each year of the programme.

This part of the apprenticeship is focused on those who value the need and the benefits of reflection and self-insight, and who are focused on transforming their leadership, team, department or organisation.

As important as the opportunity for self-reflection, is the guidance you’ll receive from our expert Leadership Transformation Facilitators, and insight from our guest note speakers that will in turn create challenging discussions and exercises with peers who understand the nature and scale of the challenges you face, and the level and weight of the responsibilities you hold.

### Highlights

- ✓ Time away from the day-to-day to ensure you are ready to lead in the transformation and invigoration of your organisation
- ✓ A supportive confidential environment
- ✓ Learn from other delegates
- ✓ Expert facilitators with expertise in professional, personal and leadership development and growth
- ✓ Guided reflection to help you connect with your leadership strengths, blind-spots, unexplored talents and development opportunities
- ✓ Refreshed approach and inspiration
- ✓ Small groups with strictly limited numbers provide a unique and exclusive, premium learning experience
- ✓ Venues ideally located across England

### Year one - Example content

- ✓ Where do others want you to take your organisation, department or team?
- ✓ Where do you want to take your organisation, department or team?
- ✓ What is your leadership identity?
- ✓ What will improve your leadership or management team’s effectiveness?
- ✓ How you will engage others to support you in your goals?
- ✓ What resources do you have, and what do you need, to transform your organisation and maintain momentum?
- ✓ Explore the dimensions of your own leadership.
- ✓ What are common Senior Leadership blind spots? Are they yours? Or your teams?
- ✓ How can you strengthen your ability to lead change through challenging times or circumstances, while sustaining positive engagement, and creating a simultaneously high performance and supportive culture?

# IEMA

Transforming the world  
to sustainability

## Environmental sustainability skills for managers

This two-day course forms part of your apprenticeships, and is intended to support managers and supervisors from any industry in understanding the strategic and operational implications environmental sustainability has on them, their team and department.

This course builds on the knowledge learned on the Environmental Sustainability for the Workforce course, with greater focus on the details, giving managers and supervisors the tools to implement their broadened knowledge and skills.

## What is IEMA training?

IEMA training comprises professional development, training and short courses. Candidates will have a strong understanding of workplace environmental performance to support their organisations’ environmental performance.

IEMA support anyone with environment and sustainability responsibilities to up-skill so they can achieve their personal and organisational goals.

## Benefits for learners

- ✓ Progress your career with an official certificate that demonstrates you have the knowledge to lead on the agenda and working practices in environmental sustainability.
- ✓ Gain tools and resources to support your responsibility to create measurable sustainability impact.
- ✓ Ensure your team and organisation are compliant with legislation.
- ✓ Interact and engage with practical activities and workshops throughout the day, which make for an interesting day of learning.
- ✓ Reduce the use of energy across your team and organisation to reduce your bottom line.

## Benefits for employers

- ✓ Increase your profit with cost savings in waste, recycling and consumption through improved leadership.
- ✓ Gain advantage over competitors when tendering for business by demonstrating your leadership in sustainability.
- ✓ Improve management of environmental risks and protect your organisation’s reputation.
- ✓ Empower the non-environmentally focussed parts of business who can really drive change.

# Making an impact, now and in the future

Your career is a path, not a programme. We want to understand your career goals for the future now, so that we're best placed to assist, guide and inform you on your options.

Where do I see myself in my career in 12 months?

What support do I need to get there?

What targets and milestones can I set now to aid me in achieving this?



## The next level

Progression could include professional recognition status with the Chartered Management Institute as Chartered Manager or Fellow grade membership of the Institute for Leadership and Management. Senior managers may progress into more senior board level positions.

# Make an impact

Impact Futures are Home Instead's preferred apprenticeship provider.

We're all about making an impact, be that individuals making an impact through their day-to-day work, or by organisations making their impact on our economy.

For more information about this apprenticeship, or any other available programmes, contact Home Instead's dedicated Client Relationship Manager, Charlotte Keyworth:

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Each Home Instead franchise office is independently owned and operated.

