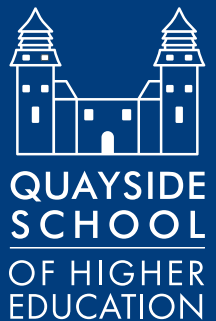




# Employer Guide to the Chartered Manager Degree Apprenticeship



# About us

---

**The Quayside School of Higher Education develops people to achieve excellence in leadership and management, supporting their career potential and helping to enrich their working life and that of the teams they lead and manage.**

Programmes are created and delivered by leading practitioners who combine their practical business expertise with experienced programme delivery. The School specialises in supporting mid career managers that have, or are preparing to change their profession, as well as those that favoured a vocational rather than an academic university education.

The approach works because there is a tripartite between the School, the individual and the employer, working together to share success and achieve lasting results. We work with business of all sizes and in all sectors.

# The business benefits

---

## The business benefits of apprenticeships are becoming increasingly clear.

It is a known fact that apprenticeships develop a motivated, skilled and qualified workforce. Businesses that offer apprenticeship programmes view them as beneficial to their long-term development. With the introduction of degree

apprenticeships, organisations can now access higher-level skills vital for business performance and growth. Employers have the opportunity to retain and attract talent, offering progression to develop a motivated, skilled and qualified workforce.

## All the support you'll need

We will do everything we can to help you to take on or train members of staff. Our employer liaison team are there to help you through the process as well as offering free advice.

Over  
250,000  
workplaces in England  
offer apprenticeships.

# The facts

---

78%

## Customer assurance

.....

78% of employers agree that leadership & management qualifications provide assurance to customers and is a major selling-point in business development activities.

89%

## Greater productivity

.....

89% of apprentice employers say they make their businesses more productive.

3 Million

.....

The government is committed to having 3 million people start a quality apprenticeship in the current parliament.



.....

Chartered Manager is the highest status that can be achieved in the management profession. Awarded only by the CMI, it is recognised across all sectors.

£391,443

.....

A Chartered Manager's average added value to their organisation.

83%

## Excelling managers

.....

83% say they are better managers after achieving Chartered status.

1.9  
million

.....

The UK needs 1.9m new managers by 2024.

1 in 5

.....

Only one in five managers is currently qualified in management and leadership

BA (Hons)

.....

The Quayside School's Chartered Manager Degree Apprenticeship incorporates our full UK honours degree – BA (Hons) Professional Management.

# Degree Apprenticeship

## What is the Chartered Manager Degree Apprenticeship?

Developed by employers, the innovative new degree apprenticeship provides a seamless bridge between further and higher education. The introduction of degree apprenticeships is one of the most important, progressive and exciting developments across workplace learning and education in the last 25 years.

Traditionally degrees were knowledge based and then exam focussed. The CMDA however, equally assesses the knowledge, skills and behaviours displayed in the workplace. The new programme is delivered and assessed using a range of activities such as assignments, projects, case studies, group working, workbooks, presentations, research and actual working practice.

On-going assessment of professional practice means the candidate receives credits throughout the programme and knows exactly where they are on their learning journey.

Traditionally degrees were taught full time for 3 years at the university, with 0 time in the workplace. The CMDA is 0 time at university.

Traditional degree	New degree apprenticeship
<ul style="list-style-type: none"><li>✗ 3 years full time at university</li><li>✗ 0 time in the workplace</li><li>✗ Knowledge focussed, some simulated skills</li><li>✗ Assignments and modules not always up-to-date with the commercial world</li><li>✗ Exams</li><li>✗ Emphasis on end tests</li><li>✗ Student pays</li><li>✗ Created by university</li></ul>	<ul style="list-style-type: none"><li>✓ 0 time at university</li><li>✓ 3 years in the workplace</li><li>✓ Equal consideration of knowledge, skills and behaviours</li><li>✓ Actual workplace delivery to address real business issues</li><li>✓ No exams</li><li>✓ Continuously build credits</li><li>✓ Employer and the government pay</li><li>✓ Developed by employers</li></ul>

### Outcomes

**Qualifications** Successful apprentices will achieve a BA (Hons) Professional Management degree, incorporating professional and academic elements.

**Professional registration** Successful participants will become a Chartered Manager and a member of the CMI (CMgr MCMI).





# Employer's responsibilities

---

## What are the apprenticeship employer's responsibilities?

A delivery plan will be agreed with Quayside School, the Employer and the Learner, at the start of the programme. This agreement will detail your responsibilities as an apprenticeship employer:

- The minimum hours of employment for an apprentice should be at least 30 hours per week.
- By exception, where the individual's circumstances or the particular nature of employment in a given sector makes this impossible, then an absolute minimum of 16 hours must be met. In such cases the duration of the apprenticeship should be extended.
- The Employer agrees to pay the apprentice at least the hourly National Minimum Wage for apprentices for both 'on' and 'off the job' learning.
- To provide apprentices with the same benefits as other employees.
- All apprentices must have an Apprenticeship Agreement between the employer and the apprentice.
- Employees will be released from normal duties during normal working to undertake training and assessment in relation to their Standard.
- Access to the premises will be allowed for Nimis Limited staff to undertake tutoring/assessment and quality audit activities.
- Authorised staff will be given access to Learner records, such as contract of employment, as and when required in relation to this Apprenticeship programme.
- Any special requirements, for example protective clothing to be worn at all visits, will be identified and communicated to Quayside School.

## Supporting employees with their degree apprenticeship

All of the delivery takes place when the employee is at work performing their normal duties. You will support your staff in their learning by:

- Providing a supportive and encouraging environment.
- Allowing an appropriate amount of time for staff to research, read and reflect.
- Participating and contributing to progress reviews and assessments.
- Assisting in providing feedback and direction for workplace projects and assignments.
- Helping to ensure that the business gains benefit(s) from the skills, behaviours and knowledge gained by your employee.





# Funding

---

## What funding is available to an employer towards the training costs of an apprenticeship?

£27,000

value

.....  
In alignment with other professional degrees in England, the CMDA is £27,000 per person.

90%

for non-levy payers

.....  
Businesses that do not pay the levy may receive 90% of the programme value from the government.

100%

for levy payers

.....  
Businesses that pay the levy and have the funds in their digital account, may draw the entire 100% programme value from their levy account.

# Next steps

---

## What are the next steps you should take

### 1. Training needs

.....

We can help you to undertake a training needs analysis to determine your wider training needs.

### 2. Design

.....

Design your work-based degree apprenticeship programme to meet the needs of your business whilst developing the skills of your managers.

### 3. Delivery

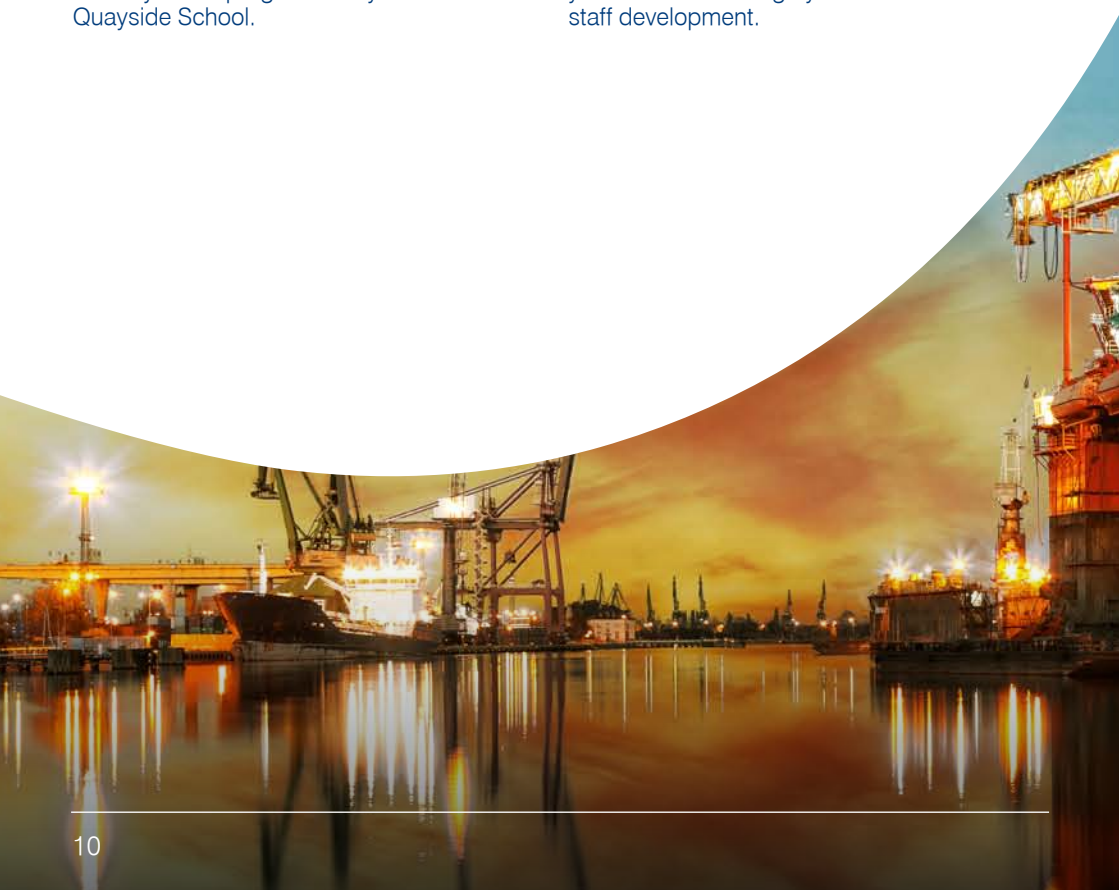
.....

Delivery of the programme by Quayside School.

### 4. Grow

.....

your business through your staff development.





# For more information

---



**QUAYSIDE  
SCHOOL**  
OF HIGHER  
EDUCATION

## **Newcastle**

Quayside i-4  
Albion Row  
Newcastle upon Tyne  
NE6 1LL

---

0191 2755015  
newcastle@quayside.ac.uk

---

**[www.quayside.ac.uk](http://www.quayside.ac.uk)**

## **London**

88 Kingsway  
Holborn  
London  
WC2B 6SR

---

0207 841 2717  
london@quayside.ac.uk

---