

## Level 4

# Associate Project Manager

**TYPICAL DURATION: 18 MONTHS**



### Role Profile

An Associate Project Manager plays a crucial role in overseeing project work and teams within businesses and organisations. They are tasked with ensuring effective planning, organisation, leadership, and management, while also possessing strong communication skills to facilitate seamless coordination. Collaborating closely with the project team, they strive to achieve the desired outcomes by leveraging resources with suitable expertise, experience, and qualifications, fostering a motivated and integrated team dynamic.

### Qualifications

English and maths qualifications must be completed in line with the apprenticeship funding rules

### Course Content

During the apprenticeship, individuals will acquire the necessary skills, knowledge, and behaviours for their chosen role and industry. This includes areas such as; Leading People, Managing People, Building Relationships, Communication, Decision Making, Finance, Project Management, and Organisational Management.

### Apprenticeship Assessment

This Apprenticeship has 2 assessment methods.

- Written project report with presentation and questioning
- Professional Discussion underpinned by a portfolio of evidence

### Typical Job Roles

Assistant Project Manager

Junior Project Manager

Project Support

### Further Information

Upon commencement, apprentices may become student members of the Association for Project Management (APM) as the first step of professional membership.

### Progression Routes

Project Manager