

Level 3 Team Leading/Supervisor

STAGE 1 - Content Alignment to Standard Titles

The purpose of this programme is to enable you to drive and deliver business results through people. You will typically be responsible for managing a team or various projects to achieve goals within an organisation. Your main responsibilities are likely to include supporting, managing and developing team members, managing projects, planning and monitoring workloads and resources, delivering operational plans, resolving problems, and building relationships internally and externally with stakeholders. Here is an example of how FranklinCovey content has been utilised to support the learner’s experience throughout the duration of their apprenticeship.



Standard	Interpersonal Excellence				Organisational Performance		
	Leading People	Managing People	Building Relationships	Communication	Operational management	Behaviour	Finance
BRIEF DESCRIPTION (TAKEN FROM THE STANDARD")	Able to communicate organisation strategy and team purpose, and adapt style to suit the audience.	Able to build a high-performing team by supporting and developing individuals, and motivating them to achieve.	Building trust with and across the team, using effective negotiation and influencing skills, and managing any conflicts.	Able to communicate effectively (verbal, written, digital), chair meetings and present to team and management.	Able to communicate organisational strategy and deliver against operational plans, translating goals into deliverable actions for the team, and monitoring outcomes.	Able to organise, manage resources and risk, and monitor progress to deliver against the project plan.	Able to organise, manage resources and risk, and monitor progress to deliver against the project plan.
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Standard	Personal Effectiveness			Behaviours			
	Self Awareness	Management of Self	Decision Making	Take Responsibility	Inclusive	Agile	Professionalism
BRIEF DESCRIPTION (TAKEN FROM THE STANDARD")	Able to reflect on own performance, seek feedback, understand why things happen, and make timely changes by applying learning from feedback received.	Able to create an effective personal development plan, and use time management techniques to manage workload and pressure.	Use of effective problem solving techniques to make decisions relating to delivery using information from the team and others, and able to escalate issues when required.	Drive to achieve in all aspects of work. Demonstrates resilience and accountability. Determination when managing difficult situations.	Open, approachable, authentic, and able to build trust with others. Seeks views of others.	Flexible to the needs of the organisation. Is creative, innovative and enterprising when seeking solutions to business needs. Positive and adaptable, responds well to feedback and need for change.	Sets an example, and is fair, consistent and impartial. Open and honest. Operates within organisational values
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