



training and
recruitment

Business Administration & Support

Associate Project Manager Apprenticeship Level 4

This programme is designed for anyone managing project work and teams for businesses and other organisations. Apprentices will gain versatile knowledge, skills, and behaviours which contribute to the successful delivery of a project, ensuring its scope and benefits are achieved as planned across small, medium, and large organisations within the public, private and third sectors, whilst identifying, defining, and delivering some or all the aspects of a projects lifecycle within the limits set by the project manager both on their own and in a range of team settings.

Get in touch

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See programme info



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Who is it for?

Assistant Project Managers, Junior Project Managers and Project Support Assistants.

Learning Topics

- Personal and Professional Development
- Legislation, Policies & Procedures
- Meetings, Events and Budgeting
- Stakeholder Communication
- Change and Business Improvements
- Risk Management
- Teamwork and Coaching Others
- Project Management

Learner Journey

- 15 months on-programme learning + 5 months End Point Assessment period (Written Project Report with Presentation & Questioning and Professional Discussion with Portfolio)
- Monthly virtual classroom lessons/workshops
- Online 121 support from our specialist tutors
- Workplace training, shadowing & mentoring
- End Point Assessment preparation
- Progress Reviews
- 365 hours of Dedicated Learning Time will need to be recorded across the duration of your qualification