



Associate Project Manager Apprenticeship



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The Associate Project Manager Apprenticeship will provide the knowledge and skills you need to lead and deliver projects across various industries. This programme will enable you to develop the capabilities to direct complex projects through effective management of resources, stakeholders, contracts, procurement, and risks.

You will cover key project management responsibilities, including navigating governance, developing business cases, to quality management and effective communication.





Who Is It For

This Level 4 programme is ideal for those with some project management experience, such as Junior Project Managers or Project Team Leaders, or managers who are required to run successful projects. Alongside the apprenticeship, you will also gain the Project Fundamentals Qualification (PFQ) and Project Management Qualification (PMQ).

“An apprenticeship can open so many doors to your future career while also gaining a qualification. It’s massively rewarding and provides you with so much exposure to the corporate world which you just wouldn’t get in university.

My tutors and the Support Team have offered incredible help both inside and outside of the classroom. They are always only an email away and constantly provide advice on my learning, making sure I reach my greatest potential and helping me with any concerns I have. There are also monthly 1-2-1 meetings I have with my tutor to ensure I am on track with the course.”

Abbie Milne

Apprenticeship Structure & Delivery

Month 1	Project Fundamentals Qualification
Month 2	Scope Management
Month 3	Schedule Management & Resource Management
Month 4	Budgeting and Cost Control & Quality Management
Month 5	Risk and Issue Management & Context
Month 6	Governance & Consolidated Planning
Month 7	Business Case and Benefits & Contract Management
Month 8	Stakeholder and Communication Management & Communication
Month 9	Collaboration and Teamwork & Leadership
Month 10	Drive for Results & Integrity, Ethics, Compliance and Professionalism
Months 11 – 13	Project Management Qualification
Months 14 – 17	Portfolio Building
Month 18	End Point Assessment Preparation
Month 19	Gateway Preparation and Gateway
Month 20	End Point Assessment (3 months)

Our apprenticeships are delivered through a blend of virtual and face to face sessions, led by subject specialists. Our flexible delivery mode and small cohort sizes enable us to tailor apprenticeship programmes to your unique requirements.

Details Of The Programme

You will have the opportunity to become student members of Association for Project Management (APM) as you begin your apprenticeship. Upon successful completion, you will be eligible for progression to Associate membership, and full membership can be attained through further experience and professional development.

Upon completion of the apprenticeship, Associate Project Manager Apprentices will gain the following knowledge and skills and will be able to exhibit the following behaviours:

Knowledge

- **Project Governance and Leadership** – The fundamentals of the functions and project phases on different types of projects as well as leadership styles to motivate a team.
- **Stakeholder Management and Communication** – Recognising the importance of effective project communication as well as understanding different stakeholder perspectives and interests in projects.
- **Business Case and Benefits Management** – How to prepare and maintain business cases, including benefits management.

Skills

- **Scheduling, Budgeting, and Cost Control** – Effectively schedule and monitor project activities, develop and agree project budgets.
- **Risk and Issue Management** – Identify and monitor risks within a project as well as implement responses to them.
- **Resource Management** – Develop a resource management plan and manage resources during the project.

Behaviours

- **Collaboration and Teamwork** – Work effectively as part of an integrated team.
- **Leadership** – Communicate efficiently and can support the project vision.
- **Drive for Results** – Show commitment to succeeding and improving performance.

Entry Requirements

GCSEs at grade 4-9 (A-C) or above (or equivalent) including Maths and English.

Assessment

During Your Apprenticeship

You will be required to provide evidence of activities to demonstrate a variety of knowledge, skills, and behaviours required by the apprenticeship.

End Point Assessment (EPA)

Your EPA will showcase the knowledge, skills, and behaviours you have attained during your programme. The EPA consists of 2 distinct assessment methods: a Project Report and Presentation & Questioning.

Career Progression

The Associate Project Manager Apprenticeship with Oxford Professional Education will open a world of opportunity to progress further within the field of Project Management.

This apprenticeship could support career progression towards the following roles:



About Oxford Professional Education

We are a global education provider that delivers exceptional training and support across a range of industries, including project management, marketing, procurement, management, and HR. As an Ofsted Good provider, we deliver a wide range of exceptional apprenticeships that focus on adding real value to businesses and upskilling employees.

With over twenty years of experience delivering professional qualifications, we're passionate about empowering individuals with the knowledge and skills they need to succeed in today's ever-changing business.





Contact Us

✉ apprenticeships@oxfordpeg.com

☎ 01865 515255



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