

## Team Leader or Supervisor ST0384/V1.3

**2**

Level 2



12-18 Months



4 Months

### Assessment Methods



Presentation with Q&A



Professional Discussion  
underpinned by a Portfolio  
of Evidence

### Gateway Requirements

- Level 2 English and Mathematics
- Portfolio of Evidence
- Gateway Declaration Form
- Site Health & Safety and Risk Assessment Form

### Occupational Profile

A Team leader or supervisor is a first line management role, with operational and project responsibilities or responsibility for managing a team to deliver a clearly defined outcome. They provide direction, instructions, and guidance to ensure the achievement of set goals. Key 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.

### Grading

The standard is graded overall: Fail, Pass or Distinction

### End Point Assessment

#### Presentation with Q&A

Apprentices will prepare and deliver a presentation (followed by Q&A) based on topic(s) covered within the apprenticeship. The presentation and questions will last for 50 minutes with the presentation typically lasting for 20 minutes and the Q&A for 30 minutes.

#### Professional Discussion underpinned by a Portfolio of Evidence

The apprentice will have prepared a portfolio of evidence during the on-programme phase to support the professional discussion which is submitted at Gateway. The professional discussion will last for 60 minutes.

[Click here to view the Team Leader/Supervisor assessment plan](#)