

PROCESS LEADER

Level 4 Duration **14 months**



INTRODUCTION

This advanced apprenticeship develops leadership and management skills, preparing apprentices for managerial roles in process-driven industries.



JOB ROLES

- Production lead
- Operations manager
- Shift supervisor
- Lead Operator
- Lead Plant Operator



DELIVERY MODEL

- Assessment in the workplace
- ½ day knowledge delivery - online (for cohorts of 6 or more, this can be delivered in the workplace)
- Repeat opportunities to attend knowledge sessions around operational complexities
- Knowledge can be broken down into individual modules for commercial learners



KNOWLEDGE MODULES

- | | | | |
|---|----------------------|--------------------------|---|
| • HS&E | • CI & Lean | • Quality | • Vision, strategy & building relationships |
| • Introduction to manufacturing principles (tailored to your operational standards) | • Project Management | • Performance management | |
| | • Managing resources | • Leadership | Additional Modules |
| | | | • C&G L3/5/6 in Occupational H&S |



A PROCESS LEADER WILL;

- Work autonomously as part of a wider production team to undertake and direct production activities, plant operations, maintenance and performance against KPIs. Provide technical or specialist input and direction to own team and to others
- Manage resources effectively to ensure the efficient running of their department in line with organisational procedures and budgets
- Use KPIs as the basis of the continuous improvement cycle for quality, cost and volume, using lean, operational excellence and production improvement techniques
- Develop, build and motivate team members as manage performance and industrial relations to achieve production, quality and cost targets
- Use project management tools to plan, organise and manage resources, monitor progress, identify risks and mitigation
- Manage health, safety and environment within their area of responsibility, ensuring staff are compliant with all requirements and driving improvements



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