

## click here to apply view Apprenticeship Standard

# IMPROVEMENT PRACTITIONER

The Improvement Practitioner Level 4 Apprenticeship prepares individuals for a career in operational excellence and continuous improvement. This apprenticeship covers a range of topics, including process analysis, problem-solving techniques, project management, change management, and teamwork.

Upon completion of the apprenticeship, apprentices will have a comprehensive understanding of continuous improvement principles and will be capable of driving improvement initiatives in a variety of settings, including manufacturing, healthcare, IT, and more.

As an Improvement Practitioner, they will play a key role in ensuring that their organisation continually evolves and improves. They will be able to work effectively as part of a team or lead a team in improvement initiatives, communicate effectively with stakeholders, and represent their organisation's commitment to continuous improvement. With these skills, they will be able to progress to more senior roles within their organisation, such as an Improvement Manager or Operations Manager. Alternatively, they might choose to further their professional development with the Improvement Specialist level 5 apprenticeship.

















#### Knowledge

- Compliance
- Team formation & leadership
- Project management
- Presentation & reporting
- Change management
- Principles & methods
- Project selection & scope
- Problem definition
- Process mapping & analysis
- Data analysis basic tools
- Measurement systems
- Basic statistics & measures
- Data analysis statistical methods
- Process capability & performance
- Root cause analysis
- Experimentation
- Identification & prioritisation



#### **Skills**

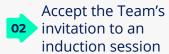
- Compliance
- Communication
- Coaching
- Project management
- Change management
- Principals and Methods
- Project selection and Scoping
- Problem definition
- Voice of the customer
- Process mapping & analysis
- Lean tools
- Measurements systems
- Data acquisition for analysis
- Basic statistics & measures
- Data analysis-statistical methods
- Process capability & performance
- Root cause analysis
- Experimentation & optimisation
- Identification & prioritisation
- Data analysis SPC
- Benchmarking
- Sustainability & control

#### **Behaviours**

- Drive for results
- Team-working
- Professionalism
- Continuous development
- Safe working







Register in Bud (photo evidence of 04) ID required)



Complete initial assessments (Functional Skills)



Attend enrolment session



CONGRATULATIONS YOU ARE NOW ON THE PROGRAMME













### **IMPROVEMENT PRACTITIONER ROADMAP**

Module 1	Module 2	Module 3	Module 4
Apprenticeship induction	Planning and Scope	Change and Implementation	Review and Control
INDUCTION	Portfolio of evidence collection	Portfolio of evidence collection	Portfolio of evidence collection
nduction masterclass 2h Project planning meeting (Learner, line manager/ nentor / Tutor)	Monthly Masterclasses (Approx. 3h) Monthly Workshop (Approx. 2h)	Monthly Masterclasses (Approx. 3h) Monthly Workshop (Approx. 2h)	Monthly Masterclasses (Approx. 3h) Monthly Workshop (Approx. 2h)
Preparing for your apprenticeship E-portfolio set-up and online learning Individual learning plan confirmed with possible project's scoped	Compliance Team Formation Coaching Project Selection and Scoping Data Acquisition for analysis Team-Working Safe Working Identification and Prioritisation Communication Voice of the Customer Data Acquisition Project Selection Coaching	Project Management Change Management Principles and Methods Lean Tools Process Mapping and Analysis Data Analysis - SPC Data Analysis Basic Statistics and Measures Data Analysis - Statistical Methods Root Cause Analysis Experimentation Lean Tools Change Management Data Analysis (SPC and Statistics)	Presentation and Reporting Drive for Results Continuous Development Measurement Systems Benchmarking Process Capability and Performance Experimentation and Optimisation Sustainability and Control Professionalism Project Reporting Cost Benefit Analysis Continuous Improvement
	-		121
	<b>1-2-1</b> Monthly	<b>1-2-1</b> Monthly	<b>1-2-1</b> Monthly

Q Formal review every 8-12 weeks

