



Linked to our Leadership and Sustainability Pathway providing career advancement and progression opportunities.

find out more



APPRENTICESHIP

CORPORATE RESPONSIBILITY & SUSTAINABILITY PRACTITIONER

The Corporate Responsibility and Sustainability apprenticeship at Level 4 equips individuals with the knowledge and skills to serve as the social conscience of an organisation, driving social and environmental change. The course content is carefully aligned with the Institute of Corporate Responsibility and Sustainability (ICRS) Competency Framework, ensuring apprentices receive comprehensive training in this field. As part of the apprenticeship, individuals are granted free membership to the ICRS throughout the programme. This membership provides access to a wealth of resources, events, and an online community of like-minded professionals aspiring to make a difference in the field of CRS.

Upon successful completion of the apprenticeship, apprentices can continue their membership with the ICRS and can apply to become Fellows once they have gained a minimum of five years of practical experience. This enables apprentices to further develop their expertise and contribute to the ongoing advancement of Corporate Responsibility and Sustainability practices.



Level 4



£0 to £700

Maximum cost for non-levy employers and micro-businesses



24+ months

Approximate on-programme training (does not include EPA period)



£14,000

Maximum cost/funding for levy employers



Knowledge

- Project management principles, planning tools, fundraising & event management
- Change management, motivation, data management and culture management principles
- CR&S data sources, metrics & evidence
- Impact of CR&S function positioning
- Identifying, managing & influencing CR&S partners & stakeholders
- Negotiating, communication, reporting & CR&S strategy
- Quality assurance techniques & risk management for monitoring CR&S work
- Horizon scanning techniques for staying updated on the CR&S landscape
- Principles of CR&S budget management
- Different learning styles, Influence of CR&S strategy on talent management, reputation, and branding
- Impact of environmental, social, and governance agendas on CR&S delivery



Skills

- Implement project management tools for project/campaign lifecycle
- Assess change effectiveness and improve outcomes, supporting others, training colleagues in CR&S techniques, and adapting to their learning style
- Prioritise workload to meet CR&S goals and key performance indicators
- Utilise internal structures to build self-sustaining CR&S populations
- Manage stakeholder relationships
- Communicate styles, and engagement opportunities and negotiate external CR&S projects for mutual benefit
- Contribute to drafting & writing reports on CR&S strategy & performance
- Select relevant data and analyse evidence-based for CR&S analysis & performance
- Quality assurance & external reporting on CR&S strategy and delivery
- Identify CR&S opportunities and threats within the organisation



Behaviours

- Actively champion the CR&S agenda/ethos
- Committed to developing self and others in ways that support CR&S engagement
- Works within own level of authority, seeking support when needed
- Takes the lead in helping others to achieve CR&S results (within limits of own role)
- Seeks innovative ways to add value to CR&S issues while remaining objective
- Stand by difficult CR&S decisions and hold your team/organisation to account
- Ethical and non-judgmental

ENROLMENT TIMELINE

- 01 Complete the online skills scan
- 02 Accept the Team's invitation to an induction session
- 03 Register in Bud (photo evidence of ID required)
- 04 Complete initial assessments (Functional Skills)
- 05 Attend enrolment session
- 06 Sign enrolment forms

CONGRATULATIONS YOU ARE NOW ON THE PROGRAMME


CORPORATE RESPONSIBILITY AND SUSTAINABILITY PRACTITIONER ROADMAP

Modules are delivered holistically through-out the programme.

30+ months

24+ months

6+ months

Module 1	Module 2	Module 3	Module 4	Module 5	Module 6	Module 7	Module 8	Module 9	Module 10	End-Point Assessment	
Apprenticeship Induction	Introduction to Corporate Responsibility and Sustainability	Soft Skills and Behaviours of Effective CR&S Professionals	Delivering a CR&S Strategy with Impact	Project, Change and Culture Management for CR&S Professionals	Working with Internal and External Stakeholders to Drive a CR&S Strategy	Understanding, Analysing and Presenting CR&S Data Effectively	Planning, Preparing and Publishing CR&S Reports	CR&S Budgets, Fundraising and Understanding Value for Money and ROI	End-Point Assessment Preparation	 <p>Academy 4 PM</p>	
INDUCTION	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass	Online Masterclass		
Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	Evidence Portfolio	EPA GATEWAY	
Preparing for your apprenticeship training Professional development and CPD	Introduction to Environmental, Social and Governance (ESG) issues The impact of the ESG agenda on CR&S delivery Getting it right: Effective positioning of ESG in your organisation The benefits of responsible business	Become a CR&S champion Time management Being proactive and independent Being brave and standing by difficult decisions The mindset of a contributor	The fundamentals of developing a CR&S strategy Managing the risks in your CR&S setting Your CR&S strategy Sustainable organisational practices Best practice, horizon scanning CR&S trends The impact of CR&S strategy on your brand	Principles of project management for CR&S professionals Principles of change management for CR&S professionals Monitoring, quality assurance and continuously improving CR&S delivery Introduction to common project management tools	Managing and influencing stakeholders Identifying and evaluating potential stakeholders Mobilising and educating colleagues Designing, negotiating and delivering CR&S projects with external partners CR&S event management principles	CR&S Data sources Understanding and using CR&S metrics Managing, storing and manipulating data Gaining insight from Data	Communicating with your audience: Choosing the right medium CR&S reporting techniques	Introduction to budgets and budget management Understanding value for money and return on investment	Preparation for EPA Mock Professional discussions based on Portfolio. Work based project scope Report Practice Q&A sessions		REMOTE ASSESSMENT Professional discussion underpinned by a portfolio of evidence
1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review	1-2-1 tutor review		LIVE ASSESSMENT Work-based project followed by a report and a presentation with questions

Formal review every 8-12 weeks

0 - 6 months Functional Skills based on Prior Qualifications and Assessment results

* 16 pieces of evidence ranging from real-work projects and other naturally occurring evidence that reflects the apprentice's competency against the standard.

