

Improvement Technician

Level 3

Overview:

The Level 3 Improvement Technician apprenticeship Standard is designed to develop individuals' skills in driving continuous improvement within an organisation.


This apprenticeship focuses on the application of lean manufacturing principles, process optimisation, and problem-solving techniques to enhance productivity, reduce waste, and improve overall efficiency. Apprentices will gain practical experience in identifying areas for improvement, implementing change, and measuring outcomes, all while working closely with teams to foster a culture of innovation.


Upon completion, Apprentices will be well-equipped to support operational excellence and contribute to the ongoing success of their organisation.


What to expect from Linden:

- Bespoke content customised for your organisation and its goals.
- Support from a dedicated Trainer who will support with learning, skill competency and developing evidence. Always aiming for Distinction grade at EPA.
- Individual support and mentoring to make every apprenticeship a success.
- Access to our virtual learning environment.
- Live workshops delivered by specialist Trainers.
- Dedicated Account manager.
- Blended learning approach, distance and face to face visits from your Trainer to suit the employer and learner needs.


Key information:

 Level: **Level 3**

 Recommended duration: **14 months**

 Format / Delivery: **Blended learning model**

 Funding band: **£4,000**

 Contextualisation available: **Yes**

Functional skills

Maths and English Functional skills qualifications are available at Level 1 and 2 for eligible learners aged 19+. Apprentices aged 16-18 must complete these qualifications as a mandatory part of their programme. For more information, please contact the Linden team.

Relevant to:

Business Improvement
Co-ordinator, Continuous Improvement Executive, Process Technician, Operational Excellence/Lean Engineer, Lean Six Sigma Yellow belt and Quality Control Analyst.

What is included in the Standard:

Knowledge	Skills & Practical Application	Behaviours
<ul style="list-style-type: none"> • Team formation and leadership. • Project management. • Presentation & reporting. • Change management influencing reinforcing and coaching principles. • Project selection and scope. • Problem definition. • Process mapping and analysis. • Data acquisition for analysis stratification, sampling and types. • Basic statistics and measurement. • Process capability and performance. • Root cause analysis. • Experimentation. • Identification and prioritisation. • Sustainability and control processes. 	<ul style="list-style-type: none"> • Compliance – work in accordance with statutory regulations. • Communication. • Project management – plan, manage and implement activities and identify and support management of risks. • Change management. • Principles and methods to deliver business benefits. • Project selection and scoping. • Problem definition. • Voice of the customer – techniques to identify customers and their requirements and translate in to metrics. • Process mapping and analysis. • Lean tools. • Data acquisition for analysis. • Basis statistics and measures. • Identification and prioritisation. • Benchmarking. • Sustainability and control –create control plans, identify opportunities, embed change. 	<ul style="list-style-type: none"> • Drive for results –clear commitment to delivering improvements, pays attention to detail. • Team working – helps when asked, works effectively in a diverse team, considers impact of own actions on others, motivates peers. • Professionalism – acts in a moral, legal and socially appropriate manner, aligns behaviours to the organisations value. • Continuous development – acts upon feedback, reflects on performance and has a desire for learning. • Safe working – ensures safety of self and others, challenges safety risks.

10,000+

Empowering over 10,000 learners to achieve their apprenticeship since 2012. Your success, our mission.

58%

of our Apprentices across all Standards achieved a Distinction pass at EPA (2022/23)

Employer reviews



Excellent

Apprentice reviews



Good



Typical learner journey:

	<p>1. Enquiry / Consultation Prospective learners and employers begin their Linden journey with an exploration session to better understand goals and objectives.</p>		<p>5. Learning journey commences With enrolment and induction completed, learners start their learning journey by engaging with regular session, workshops, projects, assignments and reviews, with full guidance and support from their dedicated Trainer.</p>
	<p>2. Programme Introduction Learners are invited along with their line managers to an Introduction. This session provides a full programme overview, opportunity for Q&A and agreement of next steps.</p>		<p>6. EPA Prep and Gateway Learners prepare for their End Point Assessment (EPA) by reviewing key concepts and skills essential for demonstrating competency against the skills, knowledge and behaviours set out in the Standard.</p>
	<p>3. Onboarding / Enrolment Learners are sent links to our online enrolment form, skills gap analysis and functional skills diagnostic assessments.</p>		<p>7. End Point Assessment The End Point Assessment is the final evaluation where learners showcase their acquired skills, knowledge and behaviours.</p>
	<p>4. Induction Learners participate in a comprehensive Induction with their dedicated Trainer. This session supports understanding of expectations and resources (including an introduction to the e- portfolio).</p>		<p>8. Achievement / Progression Upon successful completion of the EPA, learners celebrate their achievement and may choose to progress to a higher level within the same sector or explore new pathways.</p>

End Point Assessment:

The End Point Assessment consists of three elements, scored at distinction, merit, pass or fail:

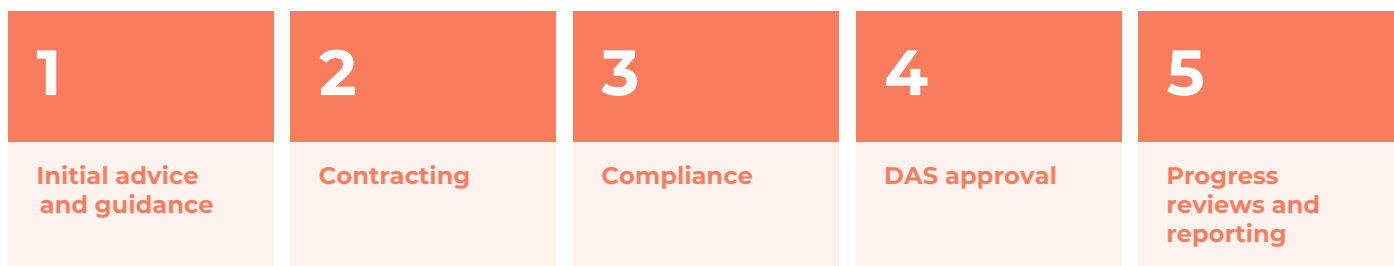
Assessment method	Areas assessed	Weighting
Multiple choice exam	Knowledge	10%
Project portfolio	Knowledge / Skills / Behaviours	60%
Presentation and professional discussion	Knowledge / Skills / Behaviours	30%



Employer contracting:

All employers who want to utilise the Apprenticeship Levy or Co-investment model are required to contract with a ROATP approved providers and follow the Government approval process for onboarding new learners and securing funding for each apprenticeship Standard in the Digital Apprenticeship Service.

5 steps to employer contracting:



Discussions around apprenticeship intent and requirements of the Standard. Dedicated Linden account manager support from inception through to EPA.

Contract for services issued online for review and electronic signature.

Employer to complete Health & Safety compliance and provide Insurance Liability certification for the apprentices workplace.

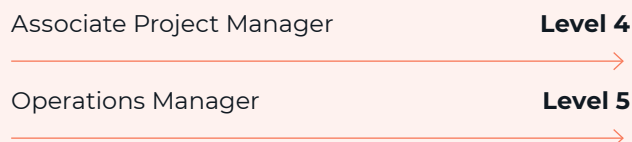
Agreeing learners to enrol and approval on the Digital Apprenticeship Service.



Employers will be invited to attend progress reviews and receive updates throughout their apprentices journey.

Progression options:

On completion of your apprenticeship you may choose to advance to a higher level within the same subject area or explore a completely new pathway.



What our learners have to say:



My Trainer has been amazing – their support is second to none.

John



Simply fantastic. Thank you Linden.

Sarah



Contact us today:

For more information about Apprenticeships at Linden, call us on **0800 2980632** or visit our website at: **lindenmanagement.org.uk**

