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| **Apprenticeship Delivery Guide** |
| A Handbook for Apprenticeship Course Leaders, Work Based Learning Coaches and the delivery team |
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APPENDIX 2

Apprenticeship Course Leader Role Description

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| This refreshed version, April 2020 is a second approved version reflecting early implementation of actions identified in the University's Quality Improvement Plan. . |

The [principles](https://blogs.shu.ac.uk/cle/files/2020/04/Hallam-Principles-of-Effective-Course-Leadership.docx) and [role outlines](https://blogs.shu.ac.uk/cle/role-outlines/) have been endorsed by both the **Shaping Futures** and **Leading Locally and Engaging Globally** Pillar Boards.

The Apprenticeship Course Leader role is a high level outline of the key responsibilities of a course leader. The context and precise activities may differ according to type, size and complexity of course. This should therefore be read in conjunction with more detailed guidance available on this site and the [Higher and Degree Apprenticeship](https://blogs.shu.ac.uk/wblapprenticeships) (HDA) resource. For the purposes of this role outline the definition of the course team will include colleagues based in the employment setting

LINK: [Apprenticeship Course Leader Role](https://blogs.shu.ac.uk/cle/files/2019/03/HDA-CL-role-outline-V2-FINAL.pdf)