

# HOUSING AND PROPERTY MANAGEMENT

## Level 3 - Duration of the programme - 18 months

This apprenticeship will help you progress in your career in the housing and property sector. It prepares you for a range of housing and property management duties and sets you up for more specialist roles in the future. You'll learn about the legislation and regulation that housing professionals need to know, the different types of housing services, and important issues in the housing market. You'll also learn how to approach more complex matters that can arise in this industry, like dealing with antisocial behaviour in the properties you manage.



**GET QUALIFIED IN TIME FOR GOVERNMENT REGULATION -  
UP TO 95% FUNDING AVAILABLE TOWARDS PROGRAMME COSTS**

### Technical training and affiliation with:

- IRPM
- AIRPM/MIPRM membership for property managers
- ARLA membership for sales and lettings agents
- CIH membership

### The programme in brief

- Health and Safety, Security and General Law
- Legal Aspects of Letting and Management
- Residential Property Letting Practice
- Residential and Block Property Management Practice

Call: **01388 777 129**

Email: [training@learningcurvegroup.co.uk](mailto:training@learningcurvegroup.co.uk)

Visit: [www.learningcurvegroup.co.uk](http://www.learningcurvegroup.co.uk)

## The learner journey

**1. 18 months on-programme** – This is when you will gain the skills, knowledge and behaviours which will then support you in the End-Point Assessment. You can partake in a combination of activities, such as classroom-based sessions, mentoring, shadowing, bespoke resources and off-site visits, in order to support your learning and development. You must also partake in 20% off-job training.

**2. Gateway** – After 18 months teaching and learning, you, your training provider and the learner will review the learner's journey and decide whether it is the right time for the on-programme assessment.

**3. End-Point Assessment** – This is when you will need to demonstrate you have learnt the required knowledge, skills and behaviours, through a knowledge based VIVA professional discussion and submission, review and technical questions relating to the work based project.

## What benefits does this mean for the employer?

- Opportunity to build a team qualified to upcoming ROPA recommended standards
- Completion of a high level project that benefits the company
- Free apprentice recruitment service
- Workforce training planning
- Cost effective training
- Increase productivity and revitalise your company
- Skilled workforce - improve your service
- Reduce staff turnover
- Raise staff morale
- No day release - we come to you!

## What your employees will learn

### Knowledge:

- Legislation and regulation
- Organisation background information
- Assets
- Customers
- Context
- Range of services
- Quality standards
- Organisational policies

### Skills:

- Customer service
- Financial management
- Project management
- Information collection and sharing
- Time management
- Decision-making
- Continuous improvement techniques

### Behaviours:

- Embracing changing priorities and maintain trust and respect
- Be responsive and empathetic to client and customer needs
- Be an effective team leader and continually develop
- Leading and managing people
- Building relationships and collaborative working

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