

ilm Endorsed Programmes	Mar	April	May	June	July	Aug	Sept	£
<p>Personal Management Skills (PMS) - 10 workshops</p> <p>There is no single tool or technique for achieving excellence at work or in life. Personal competence and confidence is attained through a combination of understanding yourself, how you act and react, how you deal with tasks, projects, challenges, and people. You must also have a good awareness of your strengths and limitations, knowing what you want to achieve and have a plan to succeed. Personal Management Skills will provide you with a range of tools and techniques you can use immediately that addresses the areas listed below, enhancing your personal effectiveness and performance in your current role.</p>				1/18 13			2/18 19	£620
<p>Essential Management Skills (EMS) - 8 workshops</p> <p>The effective manager is required to balance the time between completing the task, developing individuals, and enhancing team performance. This development programme provides an intensive introduction to the world of people management, focusing on achieving results with and through people. The programme is highly practical - the return on investment starts the minute the participant re-enters their working environment. A key feature of the programme is the opportunity each participant has to work with a personal coach to maximise personal effectiveness back in the workplace. Incorporates a change management project.</p>		2/18 19			3/18 2			£1200
<p>Effective Leadership Skills (ELS) - 8 workshops</p> <p>Effective Leadership Skills has been specifically designed to give practising or potential senior managers critical evaluative skills. Effective leadership means achieving the balance between immediate economical results with the need to spend time in developing people to ensure business survival and future growth. It's about understanding your people, building collaborative relationships, developing subtler methods of motivation and leading by example.</p>			1/18 16					£1520

Dates listed above are start dates only. For more information on workshop dates for each programme please refer to programme specification

Bespoke in-company solutions

Should the above programmes not suit the training needs of your organisation, Palladium will design a tailor-made, in-company solution specific to your requirements. We specialise in designing bespoke development programmes and learning events to support organisations' strategies and values. We work in partnership with you to design and implement solutions that provide measurable results.

Modular Workshops	Duration	Mar	April	May	June	July	Aug	Sept	£
First Line Management									
Foundations for Success	1 Day		19			2			£140
Personal Effectiveness	1 Day	19		3		16			£140
Effective Images	1 Day		9	17			6		£140
Developing an Effective Teamwork	1 Day		23	31			20		£140
Adapting Management Styles	1 Day			14	21			17	£140
Enhancing Performance through Delegation & Coaching	1 Day				4	5			£140
Holding People Accountable	1 Day				25	19			£140
Senior Management									
Foundations for Leadership	1 Day			16				11	£190
Vision & Strategy	1 Day				6				£190
Leading Change	1 Day					11			£190
Dynamic Leadership	1 Day						8		£190
Influencing & Decision Making	1 Day							5	£190
Empowering Performance	1 Day								£190
Balanced Leadership for Employee Engagement	1 Day								£190

ilm Level 3 Award & Certificate in Leadership & Management

Units (Credits)	Duration		£	
			Non Assessed	Assessed
Solving problems and making decisions (2)	Two days	Next Cohort commencing May 2018	£280	£499
Understanding organising and delegating (1)	One day	Next Cohort commences 19th March 2018	£140	£359
Understanding conflict management in the workplace (1)	Two days	Next Cohort commencing 9th April 2018	£140	£359
Managing workplace projects (2)	Two days	Next Cohort commences April 2018	£280	£499
Understanding performance management (2)	Two days	Next Cohort commencing 4th June 2018	£280	£499
Understanding good practice in workplace coaching (3)	Two days	Next Cohort commences 30th April 2018	£280	£499
Leading and motivating a team effectively (2)	Four days	Next Cohort commencing 23rd April 2018	£280	£499
Understanding costs and budgets in an organisation(1)	One day	Next Cohort commencing June 2018	£140	£359
Giving briefings and making presentations (2)	Two days	Next Cohort commences June 2018	£280	£499

The Level 3 Award and Certificate in Leadership and Management are ideal for individuals who have management responsibilities but no formal training, and are serious about developing their abilities. They particularly support practising team leaders seeking to move up to the next level of management.

- Award - minimum of 2 Units comprising of 4 Credits
- Certificate - minimum of 5 Units comprising of 13 Credits
- Credits are shown in ()

For the full range of ilm Level 3 Units please contact us directly to discuss a bespoke in-house programme.

ilm Level 5 Award & Certificate in Leadership & Management

Units (Credits)	Duration		£	
			Non-Assessed	Assessed
Managing individual development (4)	2 days	Next Cohort commencing May 2018	£380	£599
Managing projects in the organisation (4)	2 days	Next Cohort commences April 2018	£380	£599
Making professional presentations (2)	2 days	Next Cohort commences June 2018	£380	£599
Developing and leading teams (4)	3 days	Next Cohort commences 14th May 2018	£475	£694
Understanding the skills, principles and practice of Effective management coaching and mentoring (5)	3 days	Next Cohort commences 20th June 2018	£570	£789
Understanding financial management* (3)	2 days	Next Cohort commencing June 2018	£380	£599
Leading innovation and change (5)	2 days	Next Cohort commencing 11th July 2018	£570	£789
Becoming an effective leader (5)	4 days	Next Cohort commencing 16th May 2018	£433	£653

The Level 5 Award and Certificate in Leadership and Management is designed for practising middle managers, helping them to develop their skills and experience, improve performance and prepare for senior management responsibilities

- Award - minimum of 2 Units comprising of 6 Credits
- Certificate - minimum of 3 Units comprising of 13 Credits
- Credits are shown in ()

* These Units are part of the Certificate Programme only.

For the full range of ilm Level 5 Units please contact us directly to discuss a bespoke in-house programme.