

## ilm Level 3 Qualification in Leadership & Management

The ilm Level 3 Qualification in Leadership and Management is a nationally recognised qualification that has been specially designed to equip potential and practising first line managers with the foundation for their development in this role. The programme does this by developing basic management and leadership skills and assisting participants in their application of these in the work environment.



| <b>Qualification Overview</b> |  |
|-------------------------------|--|
| Title                         | <ul style="list-style-type: none"> <li>ilm Level 3 Qualification in Leadership and Management</li> </ul>   |
| Credit Value                  | <ul style="list-style-type: none"> <li>Award requires a minimum of 4 Credits (2 Units)</li> <li>Certificate requires a minimum of 13 Credits (4 to 7 Units)</li> </ul>   |
| Duration                      | <ul style="list-style-type: none"> <li>Award is normally delivered through 3 to 4 full-day Workshops</li> <li>Certificate is normally delivered through 6 to 9 full-day Workshops</li> </ul>   |
| Structure                     | <ul style="list-style-type: none"> <li>Specific Units can be selected from the following.</li> <li>Credits shown in ( ).</li> <li>Solving problems and making decisions (2)</li> <li>Leading and motivating a team effectively (2)</li> <li>Understanding performance management (2)</li> <li>Understanding good practice in workplace coaching (3)</li> <li>Planning change in the workplace (2)</li> <li>Managing workplace projects (2)</li> <li>Understanding organising and delegating (1)</li> <li>Understanding the communication process in the workplace (2)</li> <li>Understanding conflict management in the workplace (1)</li> <li>Understanding costs and budgets in an organisation (1)</li> </ul> <p>For additional information regarding content and assessment criteria please refer to individual unit specifications.</p> |

## **Programme Structure**

To achieve the ilm Level 3 Award Qualification delegates are required to:

- Attend a one to one or group induction.
- Attend the selected Units to achieve the required Guided Learning Hours (GLH) - normally between 3 and 9 full-day workshops.
- Complete a tutorial for each of the chosen units.
- Submit the agreed assignment for each of the chosen units.

Individual Unit Certification is provided allowing delegates to pace their learning and development over a time-scale to manage personal commitments and work pressures. Unit cohorts are also inter-changeable allowing a degree of flexibility in scheduling workshops and time to complete the qualification.

Delegates may upgrade their qualification from an Award to a Certificate within a 3 year period of registration by gaining additional credits to the minimum value of 13.

## **ilm Membership**

All registered delegates automatically become student members of the ilm for the duration of their programme. Designed to help delegates get the most from their course and advance their management career, studying membership gives access to a wide range of specialist support and development materials. Successful completion of a Level 3 qualification provides eligibility for a minimum grade of Associate Membership (AMInstLM) of the Institute of Leadership and Management.

## **Investment**

The total investment for the ilm Level 3 Award Qualification in Leadership & Management is £1149. This includes a minimum of three full day workshops, all relevant materials, and assessments, one to one coaching support, ilm registration and certification, along with student membership allowing access to a wide range of support and development materials.

## **Bespoke In-house Programmes**

Should you have eight or more candidates, an internal programme can be delivered for your organisation. Alternatively, if you have eight or more candidates and wish to select different optional units, a customised internal programme can be delivered for your organisation.