



# ILM Level 3 Award in Leadership & Management



## Overview & who should attend:

Achievement of this nationally recognised qualification demonstrates participants' ability to work effectively in a first line management role dealing with multi-faceted projects, identifying and managing activities to bring about improvements. Participants should be responsible for managing resources and/or teams of individuals within their role. The course is delivered in an interactive way to appeal to a variety of learning styles and requires a real life project to be undertaken to bring about improvements within the organisation.

## Aim

- To equip participants with the knowledge, understanding and practical skills to become more effective in their current role and to be more adept at planning and managing improvement projects.
- To provide confidence and competence to progress within a leadership role.

## Content

- **Day 1** - Understanding the environment; scope of the first line manager role; responsibilities and impact; stakeholders and cross functional working.
- **Day 2** – Problem solving and decision making techniques; identifying opportunities for innovation; understanding costs and financial implications in management decisions; project planning/charting.
- **Day 3** – Understanding and planning change in the workplace; implementing projects; managing risks; dependencies and milestones. Leading others through change.
- **Day 4** – Tutorial session. Building a convincing case; Good practice in planning, preparing & delivering briefings & presentations
- **Day 5** – Getting the best from others. Managing performance, setting goals and giving feedback. Understanding motivational drivers, team working and employment law considerations
- **Day 6** – Continuing professional development and individual assessed presentations.

## Assessment

- 1 x work based problem solving report
- 1 x assessed presentation.



Per Delegate cost:  
£995 + VAT

HELD AT  
CHALLENGE TRAINING &  
CONFERENCE CENTRE

Duration:  
6 Days over 3 months

17<sup>th</sup> Sept 2019    8<sup>th</sup> Oct 2019  
5<sup>th</sup> Nov 2019    26<sup>th</sup> Nov 2019  
10<sup>th</sup> Dec 2019    7<sup>th</sup> Jan 2020



For further information or to  
reserve a place on this course  
contact us:

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