

## ILM Level 5 Award and Certificate: Leadership and Management Course information

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ILM-accredited Level 5 programme delivered by ADS Ltd is available as a concise Award, with the opportunity to progress to a broader Certificate level. The Certificate level will allow you to build and enhance your leadership knowledge and skills in the key leadership areas of 'motivating others' and 'effective delegation'. ILM Level 5 is suitable for all individuals who wish to promote organisational success and personal development through effective leadership.

### **What is unique about our ILM 5 Award and Certificate courses?**

- Led by a team of established leaders from across different sectors who bring their knowledge, skills and experience to create a supportive and inspiring learning environment in which you can thrive. You are taught by tutors who have both academic qualifications and organisational experience in leadership.
- Focus on action-driven learning, using a unique blend of accessible learning experiences. Our distance learning structure not only allows for flexible weekly study, it provides live on-line training and group discussions to ensure all learning can be related and applied to working practice.
- Provides a unique opportunity to purchase additional, personally tailored, executive coaching sessions, with one of our ILM-trained coaches. These are offered at a much lower rate for learners accessing the Award and Certificate level training.

## Course requirements

- This course is suitable for anyone who wishes to develop their knowledge and skills in leadership practice to promote their career development. It is also helpful for project managers, department heads and other practising middle managers wishing to develop skills, improve performance and prepare for senior management responsibilities, whilst attaining an accredited qualification.
- Candidates will be required to complete a minimum of 60 hours study over a 26-week period for the Award and an additional 70 hours over a further 25 weeks for the Certificate (this does not include course breaks during national holiday periods). These periods include time allocated for completing the assignments required for ILM accreditation.

## Benefits for individuals

- Use core management techniques to drive better results
- Develop your ability to lead, motivate and inspire
- Provide strategic leadership as well as day-to-day management
- Benchmark your managerial skills
- Raise your profile in your organisation.

## Benefits for employers

- Encourage strategic thinking at this level of management to foster business improvement
- Engage middle managers with training and development – these qualifications are designed to provide clear, measurable benefits to career-minded professionals.

## Course modules and objectives

### Award modules

#### **Assessing your Own Leadership Capability and Performance**

1. Understand leadership styles within an organisation
2. Be able to review effectiveness of own leadership capability and performance in meeting organisational values and goals
3. Be able to adopt an effective leadership style to motivate staff to achieve organisational values and goals.

#### **Managing improvement**

1. Develop understanding and ability to manage quality, so as to be able to plan improvements to meet or exceed customer requirements, as required by a practising or potential middle manager

2. Understand the effectiveness of the organisation and own ability to manage and improve quality to meet customer requirements
3. Be able to plan and implement projects to meet, and if possible, exceed customer requirements.

### **Certificate modules**

The two Award modules, plus:

#### **Motivating People in the Workplace**

1. Understand the factors that may affect performance and motivation in the work place
2. Be able to improve levels of motivation and increase performance in the workplace.

#### **Delegating Authority in the Workplace**

1. Understand the benefits of delegation
2. Be able to delegate effectively in the workplace
3. Be able to improve own ability to delegate and empower others.

### **Course structure**

Each learning forum complements the opportunities made available throughout the modules to develop your leadership knowledge and skills. These include:

- Active-learning on-line events
- Directed learning packages
- Online interactive technology to support individual and group learning through webinars and 24-hour on-line discussion boards.

Each module will include an understanding of drivers for behaviour, allowing leaders to better understand themselves and the workforce. This places managers in a stronger position when selecting their leadership behaviour, enabling them to obtain maximum engagement and organisational commitment from their working team.

For each objective section you will be expected to write a 200 - 250 word reflective piece on your learnings to use within the session and explore your learning with other candidates. This will allow for collective learning, and each of your reflective pieces will feed into the 2,500-word assignment required for each module to obtain the ILM accreditation.

While building leadership knowledge and skills within their own work environment, learners will consider how key components of effective leadership can be applied to promote successful outcomes across all organisations.

Courses commence throughout the year on the dates:

- Tuesday 11<sup>th</sup> May 2021
- Tuesday 13<sup>th</sup> July 2021
- Tuesday 14<sup>th</sup> September 2021
- Tuesday 12<sup>th</sup> October 2021
- Tuesday 14<sup>th</sup> December 2021
- Tuesday 15<sup>th</sup> February 2022
- Tuesday 12<sup>th</sup> April 2022
- Tuesday 14<sup>th</sup> June 2022

### **Key Information**

Suitability Level – New to role to intermediate experience in management.

**Award Accreditation Effort** – ILM recommend this level of accreditation requires a total of 60 hours of study; including completion of two assignments consisting of approximately 2,500 words each.

On completion of the Award accreditation, you may progress to the Certificate Accreditation. The Certificate level will allow you to further develop your leadership knowledge and skills, particularly in delegation and motivating others to achieve organisational goals.

**Certificate Accreditation Effort** – ILM recommend this level of accreditation requires an additional 70 hours of study; including completion of two assignments consisting of approximately 2,500 words each.

Pre-requisites for ILM Award Level 5: <https://www.i-l-m.com/Learning-and-Development/management/management-and-leadership-generic/8607-level-5-leadership-and-management>

**Price:**

**Award: £970 + VAT (includes registration and accreditation costs).**

**Certificate: £1750 +VAT (includes registration and accreditation costs).**

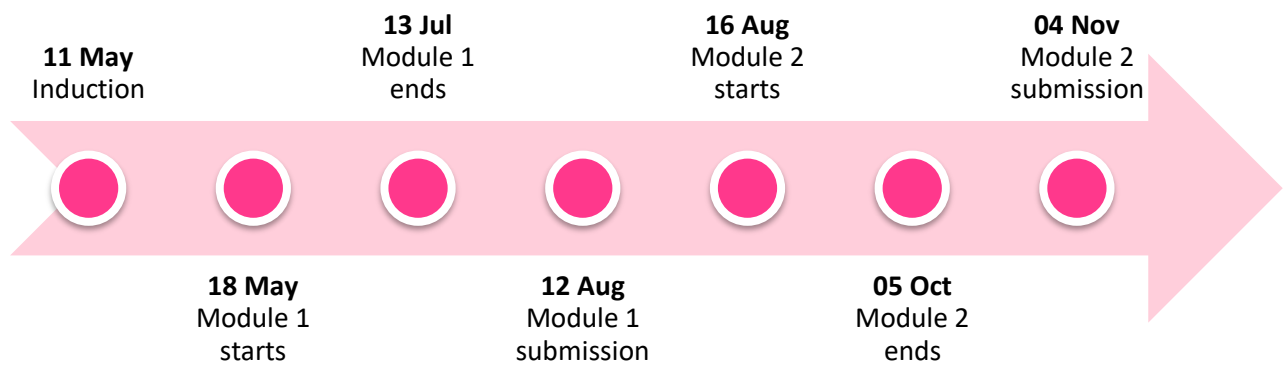
**Monthly payments are available for individuals. Please enquire!**

**See below for course timeframe examples.**

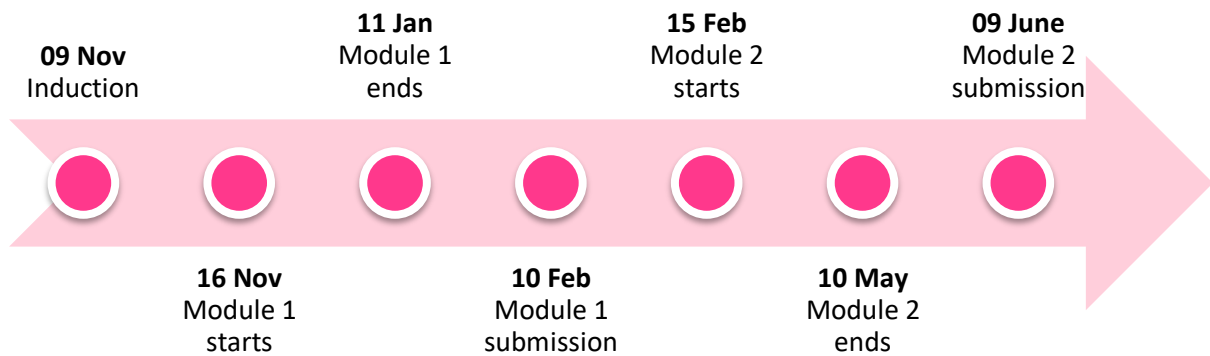
If you have any questions contact: [leadership@associatesolutions.co.uk](mailto:leadership@associatesolutions.co.uk)

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*Applications for courses to be received two weeks prior to course commencement.*



ILM Level 5 Leadership Award: Example timeline



ILM Level 5 Leadership Certificate: Example timeline