

NEW

ILM LEVEL 5 DIPLOMA IN LEADERSHIP AND MANAGEMENT

ILM/L5DLM/V2/0611

Introducing the qualification

The ILM Level 5 Diploma in Leadership and Management has been specially designed to give practising managers a solid foundation for their formal development in this role, building up a wide range of basic middle management skills and gaining the comprehensive leadership and management knowledge required at this level.

Learners take four mandatory units aimed at developing a range of leadership and management skills for example the unit 'Leading innovation and change', explores the skills necessary to identify and implement organisational innovation and improvement. The largest unit of the qualification, 'Improving own leadership performance through action learning', uses the technique of action learning to increase personal leadership capabilities. Learners then select from a wide choice of optional units to build up a comprehensive range of skills tailored to their needs.

Qualification overview

	Level 5 Diploma in Leadership and Management
Credit value	<ul style="list-style-type: none"> • Minimum 46 credits
Guided learning	<ul style="list-style-type: none"> • Minimum 141 hours
Duration	<ul style="list-style-type: none"> • Completion within three years
Structure	<ul style="list-style-type: none"> • Induction – two hours • Tutorial support – at least seven hours • Four mandatory units • Optional units with a total minimum credit value of 16
Assessment – mandatory units	<ul style="list-style-type: none"> • Innovation report, plus • Reflective review, plus • Leadership development plan and reflective learning log
Assessment – optional units	Depending on the units selected, a choice of: work-based assignments, reflective reviews, oral presentations, written reports or centre devised alternatives.
Entry requirements	There are no formal entry requirements but participants will normally be either practising or aspiring middle managers with the opportunity to meet the assessment demands and have a background that will enable them to benefit from the programme.

Please note these ILM Vocationally Related Qualifications (VRQs) are part of the Qualifications and Credit Framework (QCF), applicable in England, Wales and Northern Ireland, providing successful candidates with transferable qualification credit.



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Overview of units

Ref	Unit title	CV*	Mandatory
M4.01	Understanding the management role	4	
M4.02	Managing the analysis of secondary data	4	
M4.27	Management communication	4	
M4.28	Understanding financial management	2	
M4.29	Managing a healthy and safe environment	2	
M4.30	Managing meetings	3	
M4.36	Managing marketing activities	3	
M4.37	Data collection and analysis to justify management decision-making	2	
M5.02	Managing improvement	3	
M5.03	Making a financial case	3	
M5.04	Developing critical thinking	4	D
M5.05	Leading innovation and change	5	D
M5.06	Becoming an effective leader	5	
M5.07	Managing individual development	4	
M5.08	Managing stress and conflict in the organisation	3	
M5.10	Understanding the organisational environment	5	
M5.11	Understanding organisational culture and ethics	3	
M5.12	Managing customer relations	3	
M5.13	Managing for efficiency and effectiveness	4	
M5.15	Managing projects in the organisation	4	
M5.17	Managing resources	4	
M5.18	Managing information	4	
M5.20	Managing recruitment	5	
M5.23	Analysing and interpreting statistics to inform management decisions	2	
M5.27	Making professional presentations	2	
M5.29	Assessing your own leadership capability and performance	6	D
M5.30	Improving own leadership performance through action learning	15	D
M5.44	Managing work analysis	3	
M5.45	Understanding the management of facilities	2	
M5.46	Developing and leading teams to achieve organisational goals and objectives	4	
M6.09	Managing operations research	3	

* Credit value. Candidates must complete the associated mandatory units for their qualification, marked D = Diploma, then choose from the remaining units to make up the required minimum credit value – check with your centre for further advice.

Learning resources

There is a range of materials available to support ILM qualifications, for full details browse online at www.i-l-m.com/shop. The following are available for the ILM Level 5 Diploma in Leadership and Management:

- **Management Extra** published by Permagon Flexible Learning. This is an adaptable training resource comprising a series of workbooks which cover a wide range of management topics. Many of these books provide excellent support for the programme, and have been mapped to the units
- **Unit assessments**. A range of ready-to-use assessments, complete with mark sheets, covering units and clusters of units

ILM membership

All learners can gain free development support for six months with our Trial Membership package. ILM membership brings access to a wide range of online resources, news and information that have been specially selected to support management learning and development. It's the ideal way to help learners get the most from their ILM programme and support their management career.

Learners can simply visit www.i-l-m.com/activate and start their free Trial Membership anytime.

Contact ILM www.i-l-m.com

The ILM Qualification and Membership teams are dedicated to providing the very best in customer care. If you need guidance on any aspect of leadership and management development, whether at an individual or organisational level, contact ILM.

For information on any aspect of ILM qualifications and learning resources contact **01543 266867** or email **customer@i-l-m.com**

For information on ILM membership contact **01543 266886** or email **membership@i-l-m.com**

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