

NEW



ILM LEVEL 5 QUALIFICATIONS IN LEADERSHIP AND MANAGEMENT SKILLS



ILM/L5QLMS/V2/0611

Introducing the qualifications

The ILM Level 5 Award and ILM Level 5 Certificate in Leadership and Management Skills have been designed to give practising or aspiring middle managers a solid foundation for their formal development in this role.

The Award is a concise qualification made up of two mandatory units. In the first unit, 'Understanding the management role', participants explore the nature of the middle management role and critically evaluate their own managerial ability. In the second mandatory unit, 'Assessing your own leadership capability and performance', participants explore leadership styles within their organisation, the commitment and motivation of their teams and their own ability to motivate teams to meet organisational goals.

The Certificate builds on the leadership and management skills gained in the Award through a choice of additional units covering a variety of leadership and management topics. (Please note participants are not required to undertake the Award as a prerequisite and may join the Certificate directly). From 'Developing the manager as a critical thinker' to 'Making professional presentations' the Certificate in Leadership and Management Skills can be tailored to meet the varying needs of learners across all employment sectors.

Qualifications overview

	Level 5 Award in Leadership and Management Skills	Level 5 Certificate in Leadership and Management Skills
Credit value	<ul style="list-style-type: none"> Minimum 10 credits 	<ul style="list-style-type: none"> Minimum 21 credits
Guided learning	<ul style="list-style-type: none"> Minimum 30 hours 	<ul style="list-style-type: none"> Minimum 69 hours
Duration	<ul style="list-style-type: none"> Completion within three years 	<ul style="list-style-type: none"> Completion within three years
Structure	<ul style="list-style-type: none"> Induction – one hour Tutorial support – at least three hours Two mandatory units No optional units 	<ul style="list-style-type: none"> Induction – two hours Tutorial support – at least seven hours Two mandatory units Optional units with a minimum credit value of 11, of which at least seven must be at level 5
Assessment – mandatory units	<ul style="list-style-type: none"> Work-based assignment, plus Reflective review 	<ul style="list-style-type: none"> Work-based assignment, plus Reflective review
Assessment – optional units (Certificate only)	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	A C
M4.02	Managing the analysis of secondary data	4	
M4.27	Management communication	4	
M4.29	Managing a healthy and safe environment	2	
M4.30	Managing meetings	3	
M4.37	Data collection and analysis to justify management decision-making	2	
M5.04	Developing critical thinking	4	
M5.05	Leading innovation	5	
M5.07	Managing individual development	4	
M5.08	Managing stress and conflict in the organisation	3	
M5.15	Managing projects in the organisation	4	
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	A C
M5.46	Developing and leading teams to achieve organisational goals and objectives	4	
M5.44	Managing work analysis	3	
M6.09	Managing operations research	3	

* Credit value. Candidates must complete the associated mandatory units for their qualification, marked A = Award and C = Certificate, then choose from the remaining units to make up the required minimum credit value (Certificate only) – 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 suitable for the ILM Level 5 Qualifications in Leadership and Management Skills:

- **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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