

## ILM Level 2 Award in Effective Team Member Skills

### The Qualification

The Award is appropriate for those over the age of 15 who form part of a team within their organisation including schools, sixth form colleges, community youth organisations or social action projects. It helps learners understand how people work together in teams to achieve common objectives through team working.

Understanding how teams develop, effective communication techniques and conflict resolution are key outcomes of the qualification. Learners are expected to reflect upon the experience they have gained and relate this to the theoretical content to achieve the qualification.

Benefits to individuals:-

- Gain an understanding of how effective teams operate
- Develop strong interpersonal skills
- Introduce Continuing Professional Development (CPD) through self-analysis and target setting
- Improve employability skills

Benefits to your organisation:-

- More capable, well-equipped teams who work well together
- Effective communication, inside and outside the team
- Improved personal accountability and motivation

### Award Content

The ILM Level 2 Award in Effective Team Member Skills (8003-11) is a three-credit qualification made up of one single unit:

- Unit 230 – Developing yourself as an effective team member – 9 Guided Learning Hours (GLH)
  - Understand what is meant by teams and teamwork
  - Understand the importance of communication within a team
  - Know how to deal with conflict in a team
  - Review own performance as a team member

## Delivery and Timings

Learners may enrol and complete the Award at any stage during the year. The main tutor-led elements that must be provided are as follows:

- Initial Briefing (30 mins)
- Lesson 230 (90 mins)
- Practical teamwork experience
- Tutorial 230
  - Part 1 (45 mins)
  - Part 2 (45 mins)
  - Part 3 (45 mins)
  - Part 4 (45 mins)

## Course Design

There is flexibility in the way in which elements of the course can be delivered to suit the needs of your organisation or learners. This could be during a compact course or could span a longer timescale during which the learners gain teamwork experience.

The CVQO-led approach relies on two important factors:

- You must make provisions to deliver the theoretical content of the unit.
- Tutorial support must be provided to guide the learners in interpreting their team working experience in terms of the assessment criteria.

## Assessment

Assessment is via one structured assignment of approximately 1,200 words in total. This is assessed at CVQO and this assessment may be moderated by ILM. The outcome of assessment will either be “Pass” or “Referral”.

## Fees

Learner fees to achieve this qualification are £260 although this may be reduced with a CVQO bursary, subject to learners meeting our eligibility criteria.

## Enrolment

An application form must be completed by each learner. These should be sent to CVQO near the commencement of the course. CVQO will send written confirmation of enrolment to each learner along with details of their free studying membership to ILM.

For more information about the course, please call 01276 601708