

## ILM Level 3 Award in Leadership and Management

### The Qualification

The Award is suitable for those over the age of 16 who hold positions of responsibility within their organisation including schools, sixth form colleges, community youth organisations or social action projects. It helps young leaders to develop the tools they will need to lead others confidently and effectively.

Understanding and selecting appropriate leadership styles based on the situation, developing and motivating the team 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:-

- Gaining a range of key management skills that can be put into practice
- The ability to build leadership capabilities
- Increases self-confidence
- Increases employability skills

Benefits to your organisation:-

- More effective and confident team leaders
- Better relationships and communication in teams
- Team leaders who have the tools to develop their own skills and abilities

### Award Content

The ILM Level 3 Award in Leadership and Management (8600-11) is a four-credit qualification made up of two units. These include:

- Unit 307 – Understanding Leadership – 6 Guided Learning Hours (GLH)
  - Understand leadership styles
  - Understand leadership qualities and review own leadership qualities and potential
- Unit 341 – Leading and Motivating a Team Effectively (7 GLH)
  - Know how to communicate the organisation's vision and strategy to the team
  - Know how to motivate and develop the team

### 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 308 (45 mins) & Lesson 341 (45 mins)
- Practical leadership experience
- Tutorial 308 & 341 (6 Parts - 180 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 leadership experience however, the CVQO-led approach relies on three important factors:

- You must make provisions to deliver the theoretical content of the units
- Learners must gain sufficient leadership opportunities for detailed feedback to be given
- Tutorial support must be provided to guide the learners in interpreting their leadership experience in the terms of the assessment criteria

Competence in teaching at Level 3 will be needed and an interest in leadership would be an advantage.

### Assessment

Assessment is via two structured written assignments of approximately 2,200 words in total. These are assessed at CVQO and this assessment may be moderated by the ILM. The outcome of assessment will either be “Pass” or “Referral”.

### Fees

Learner fees to achieve this qualification are £270 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.

For more information about the course, please call 01276 601708