

ILM Level 3 Award & Certificate in Leadership and Management Skills

The **Institute of Leadership and Management (ILM) Level 3 Award & Certificate** are essential next steps for any practicing or aspiring first line managers looking to hone, improve or simply refresh their skills, and obtain a widely recognised formal qualification.

In this highly competitive global marketplace, talent development is crucial, both as a key retention tool, and to engage individuals and teams to give additional discretionary effort and drive business forward.

Sponsoring companies benefit from significantly increased levels of engagement, more effective teamwork and collaboration, with many delegates showing much greater confidence and levels of effectiveness as a result of their participation.

For small-medium sized businesses can apply for government funding to subsidise participation in this programme as an investment in people development.

Cultivate Talent's offering differs because ...

- Our 'bite-sized' learning approach enables you to fit in the formal coursework and assessments around your already demanding schedule by making it **relevant** to their daily work
- Our coaches have extensive 'business' backgrounds enabling them to make course content real to your current business and management situations
- We also create a fun but respectful environment where participants really feel that the emphasis is on your personal development and career progression



"Brilliant, friendly people. Their interactive style of delivery in the ILM programme really engaged and inspired me to develop as a person but also helped gain me promotion to a senior role"

ILM Delegate of UK Sugar Manufacturer

Visit our website www.cultivatetalent.co.uk or contact our Programme Director for more information:

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The Formal Stuff..

Course Duration

9–12 months, minimum 120 guided learning hours

Course Structure

3 two-day interactive workshops with supporting and follow up ILM workbooks

Work based ILM module workbooks to help deliver the minimum 120 guided learning hours

Four mandatory units - work based assignment and change management report

Workshop 1 Self Awareness and Leadership

- Motivating to perform in the workplace
- Developing yourself and others
- Managing conflict in the workplace
- Managing stress in the workplace
- Introduction to leadership



Workshop 2 Managing Teams and Performance

- Planning to work efficiently
- Organising and delegating
- Building the team
- Achieving objectives through time management – linked to work based assignment
- Managing performance

Workshop 3 Managing Change and Personal Branding

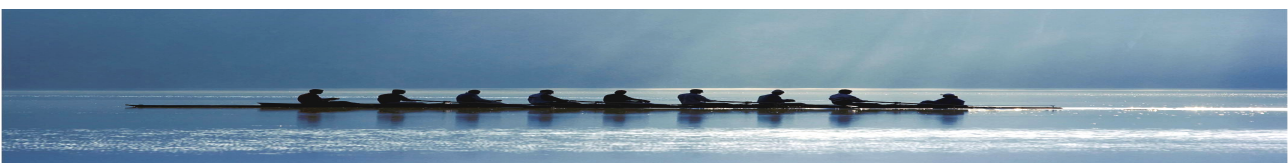
- Understanding culture and ethics in organisations
- Understanding change in the workplace – linked to mandatory report
- Planning change in the workplace – linked to mandatory report
- Understanding the communication process
- Influencing others at work



All three workshops are supported by ILM workbooks and each delegate has a choice of additional or replacement ILM workbooks to complete in their own time in order to gain minimum of 120 guided learning hours. Line Manager 1:1 sessions with the delegates around their assignments will count as guided learning hours in this programme

Each Delegate will be required to produce a work-based assignment and change management report which shows application of learning back in the workplace but there is no written 'test'

Provides eligibility for Associate Membership of ILM (AMInstLM)



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