

ILM LEVEL 3 QUALIFICATIONS IN LEADERSHIP AND MANAGEMENT

ILM LEVEL 3 PROGRAMME OVERVIEW

ILM Level 3 Programmes are designed for aspiring or newly appointed first-line managers (supervisors, team leaders) seeking to acquire formal management qualifications to succeed and advance their careers in management.



LEARNING WITH INSPIRE GLOBAL

Some reasons why busy managers choose to develop their careers with Inspire Global:

- **Quality** - Inspire Global programmes are quality assured by the ILM, Europe's leading management certification body.
- **You are in Control** – to learn at our own pace from any location.
- **Affordability** – Inspire online learning offers significant cost savings over conventional training.
- **True Online Learning** - through the Inspire E-Learning Portal, accessible on all mobile devices.
- **Offline Learning** – comprehensive learning manuals and other learning resources available for download.
- **Tutor Support** is available through email, web conferencing and phone, throughout your programme.
- **ILM Membership** – all candidates have membership of the ILM for the duration of the programme.

LEVEL 3 QUALIFICATIONS

ILM Level 3 **AWARD** in Leadership and Management – concise qualification: **4** credits (2 to 3 units).

ILM Level 3 **CERTIFICATE** in Leadership and Management – the benchmarked qualification: **13** credits (5 to 7 units).

ILM Level 3 **DIPLOMA** in Leadership and Management – comprehensive qualification: **37** credits (14 – 16 units).

Written assessments for each course: approx. 1200 words

ILM CERTIFICATION

On completion of the programme, candidates receive certification from the **Institute of Leadership and Management.**



PROGRAMME CONTENT

Candidates can select from **40 units**:

PROGRAMME CONTENT (Sample of units available)

- Solving Problems and Making Decisions
- Understanding Innovation and Change
- Planning Change in the Workplace
- Planning and Allocating Work
- Understanding Customer Service Standards and Needs
- Giving Briefings and Making Presentations
- Understanding Leadership
- Understand How to Establish an Effective Team
- Understanding How to Motivate to Improve Performance
- Developing Yourself and Others
- Understanding Conflict Management in the Workplace
- Understanding Stress Management in the Workplace
- Understanding Training and Coaching in the Workplace
- Understanding Organising and Delegating in the Workplace
- Understand Performance Management
- Understanding Communication Process in the Workplace
- Understanding Negotiation and Networking
- Understand How to Lead Effective Meetings
- Developing Relationships in the Workplace
- Understanding Good Practice in Workplace Coaching
- Leading and Motivating a Team Effectively
- Planning and Monitoring Work
- Meeting Customer Needs
- Understanding Change in the Workplace
- Managing Yourself
- Understanding the Management Role
- Delegating Authority in the Workplace
- Developing People in the Workplace
- Developing your Leadership Styles
- Understanding Financial Management
- Management Communication