

Build Skills and Give your Career Momentum

Equip yourself with all the Leadership and Management techniques to help you advance. The Institute of Leadership and Management can support you on your journey of personal development.

The Management Level 3 qualification recognises your professional status, helps you advance your career, and develops your Management and leadership skills.

This qualification is the latest corporate thinking and strategies to ensure you graduate a leader of today. This personal benchmarking tool will build on your strengths and focus training and development in the areas you need to improve.

Level 3 in Management is aimed at middle Managers with a wider span of control, greater accountability for performance and responsibility for determining resource, allocation and operational methods. This qualification will focus on performance at work and how you use your skills and apply your knowledge & resources available to achieve results

MANAGEMENT LEVEL 3

Level 3 S/NVQ in Management Mandatory units	Level 3 S/NVQ in Management Optional units
Unit A2 Manage your own resources and professional development	Unit B1 I Promote equality of opportunity and diversity in your area of responsibility
Unit B6 Provide leadership in your area of responsibility	Unit C2 Encourage innovation in your area of responsibility
Unit D6 Allocate and monitor the progress and quality of work in your area of responsibility	Unit C5 Plan change
	Unit 6 Implement change
	Unit D1 Develop productive working relationships with colleagues
Unit E6 Ensure health and safety requirements are met in your area or responsibility	Unit D7 Provide learning opportunities for colleagues
	Unit E1 Manage a budget
	Unit F1 Manage a project
	Unit F6 Monitor and solve customer service problems
	Unit F8 Work with others to improve customer service

Manage your own resources. On successful completion you can become an ILM member, this gives you access to on line services and a wide vibrant corporate network.

directline

call Debra on **0131 476 9322** mobile **07792 488 883**

or click debratracy@blueyonder.co.uk

The Training Agency for Small to Medium Sized Business's