

## ILM Level 5 Award in Management

West Herts College is an established Institute of Leadership & Management (ILM) Centre with a proven track record of delivering high quality programmes. We offer group 'in house' programmes to well-known private and public organisations.

### Overview

This comprehensive course provides an introduction to the wide range of responsibilities of the middle manager. Highly practical in content with focused inputs, stimulating exercises and group activities, the programme provides an excellent development opportunity for new middle/senior managers as well as those who currently operate in these roles without having undertaken formal training.

### Structure

Delegates will attend 5 one-day workshops. Step by step, they will explore and understand the concepts of sound management practice. They will also embark on their journey of self development as a manager. The programme will also meet all key elements of this certified qualification. Throughout and at the end of the course the delegates will undertake work based assignments.

### What will I learn from this programme?

The course covers topics such as:

- The role and responsibilities of the manager
- Understanding the management role
- How communication and interpersonal relationships affect managerial performance
- Leading innovation and change
- Becoming an effective leader
- Personal development
- Gathering and managing information
- Problem solving and making decisions
- Research and reviews

### How do I achieve this qualification?

In order to achieve this qualification delegates will need to attend **all** five workshops, and complete the final work based assignments, part of which involves undertaking research regarding a management issue, explaining and presenting your research, and reviewing that research and identifying areas for improvement.

### Duration

Five workshop days usually one day a week over five weeks

To discuss your requirements please contact us on 01923 812151