



ILM Leadership and Management Award - D044

This qualification is designed for candidates wishing to develop the knowledge, understanding and skills required for current and future employment in first line management.

COURSE DETAILS

The qualification is designed specifically to give practising and potential supervisors basic knowledge and skills which will help them to develop as first line managers. This is a comprehensive introductory coverage of topics and techniques which will help supervisors develop practical techniques for tackling managerial problems and make decisions from gathering information through effective communication of outcomes. You will study 3 mandatory units:

- Solving problems and making decisions
- Dealing with conflict
- Planning change in the workplace

Assessment will be from work-based assignments, reflective reviews, knowledge reviews, oral presentations, role play and or scenarios, or written reports.

ENTRY GUIDELINES

Communication Skills - Ability to communicate fluently. Ability to work as part of a team. Literacy - A good understanding of the written word and the ability to analyse information. Numeracy - Ability to cope with numerical concepts. Action Planning - Ability to self organise and prioritise. Information Technology - Ability to word process documents.

If English is not your first language, you may need an assessment before enrolling on this course. To discuss further, please contact the ESOL department on 0151 551 7144.

ASSESSMENT METHOD

Assessment will be from work-based assignments, reflective reviews, knowledge reviews, oral presentations, role play and or scenarios, or written reports.

WHEN DOES THIS COURSE RUN?

For advice and guidance, please contact Student Services on 0151 551 7777 or call into our Conway Park Campus. Open Monday, Tuesday, Thursday, Friday 11 to 4pm and Wednesdays 4 to 6.30pm (term time only).

This information was current on 24th July, 2019 and may be subject to change.