

ILM Level 3 Award in Leadership and Management

The ILM Level 3 Award in Leadership and Management is ideal if you have management responsibilities but no formal training, and are serious about developing your abilities. It's particularly suited to practising team leaders seeking to move up to the next level of management, and managers who need to lead people through organisational change, budget cuts or other pressures.

ILM is part of the City and Guilds Group and is the largest Management Training Certification Body in Europe, with 90,000 managers receiving ILM certification annually. All ILM learners receive a minimum of 12 months membership of the Institute of Leadership & Management. This enables complimentary access to a full range of exclusive online resources, benefits, and events to support successful completion of your qualification and leadership development.

To gain the ILM Level 3 Award in Leadership and Management, you will successfully complete the following two units:

8600-308 Understanding Leadership (2 credits)

The purpose of this unit is to develop the knowledge and understanding of different leadership styles or behaviours to be found in the workplace, including an understanding of your own preferred leadership behaviours, and the impact that these different styles are likely to have on behaviour of team members.

- Understand the factors that will influence the choice of leadership styles or behaviours in workplace situations
- Assess own leadership behaviours and potential in the context of a particular leadership model and own organisation's working practices and culture
- Describe appropriate actions to enhance own leadership behaviour in the context of the particular leadership model

The 'nominal' word count for this assignment is 1200 words: the suggested range is between 800 and 1500 words.

8600-326 Understanding the communication process in the workplace (2 credits)

The purpose of this unit is to develop knowledge and understanding of the communication process in the workplace. By understanding the process and methods used you can improve your own effectiveness in achieving results.

- Understand the nature and importance of the communication process in the workplace
- Understand the main methods of communication
- Explain the value of feedback in ensuring effective communication
- Be able to assess own effectiveness in communication
- Identify actions to improve own performance in communicating

The 'nominal' word count for this assignment is 1500 words: the suggested range is between 1000 and 2000 words.

Further Information:

ILM – www.i-l-m.com

Institute of Leadership & Management – www.institutelm.com

Connected Leaders Program

Schedule for programme including **ILM level 3 Award in Leadership & Management**

	Module Title	Date	Time	Room
Launch	Programme Launch			
Module 1	Self-Leadership			
Module 2	Collaborative Leadership			
Module 3	Setting Direction			
ILM	ILM Tutorial Support			
Final Event	Reflect and Progress			
ILM	ILM Tutorial Support (optional)			
ILM Submission Deadline				

ILM support will also be provided by email and telephone as required throughout the programme.

ILM Dates may be subject to change depending on requirements of the group