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Developing People, Performance & Place

CMI Level 5 Qualifications in Management and Leadership (VRQ)

These level 5 qualifications in Management and Leadership are accredited by the Chartered Management Institute (CMI).

Who Is It For?

The level 5 qualifications in Management and Leadership are designed for practising and aspiring middle managers who wish to develop their core management skills and practices. These qualifications focus on the personal development of the individual learner's management capabilities and competencies.

Which Qualifications Are Available?

These management and leadership vocationally related qualifications (VRQs) offer a highly flexible approach to learning. VRQs are work-based but assessed by written assignment. They are made up of units covering a wide range of management topics, allowing you to tailor the size and elements of the qualification to suit you and your organisation's specific needs.

Award

The CMI Level 5 Award in Management and Leadership helps you strengthen and develop your knowledge of middle management by focusing on specific management areas that are applicable to your role.

Certificate

A more extensive qualification, the CMI Level 5 Certificate in Management and Leadership gives you a broader knowledge of middle management skills while focusing on the specific leadership areas appropriate to you and your workplace.

Diploma

With a more comprehensive structure, the CMI Level 5 Diploma in Management and Leadership gives you all the key skills and competencies you'll need to become an effective middle manager. A Diploma in Management and Leadership is the benchmark qualification for full CMI membership, taking you another step towards Chartered Manager status.

How Are These Qualifications Delivered?

All of our qualifications are delivered using an e-portfolio system, **oscar**. With 24/7 access, **oscar** is a flexible, easy-to-use system that enables you to work at a time and place that suits your lifestyle.

To support your learning and development whilst undertaking this qualification, you will be given free access to a variety of online management courses through an e-learning system, **globe**.

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Level	globe Courses Included
Award	• Introduction to Management • Personal and Professional Development
Certificate	• Introduction to Management • Personal and Professional Development • Managing Conflict and Dealing with Difficult Behaviour • Project Management • Recruitment and Selection • Performance Appraisals
Diploma	• Introduction to Management • Personal and Professional Development • Managing Conflict and Dealing with Difficult Behaviour • Project Management • Recruitment and Selection • Performance Appraisals

The VRQ process consists of:

- **An initial assessment** – carried out by an advisor by telephone to agree the appropriate qualification.
- **An induction to the VRQ process** – includes an overview of the e-portfolio system, **oscar** and the e-learning system, **globe**.
- **Supported learning and development** – your assessor will support you with any learning needs relevant to the VRQ by drawing up an individual learning and development plan with you.
- **Assessment planning** – your assessor will help you to plan your assignments.
- **Dedicated learner support** – your assessor will support you either via telephone or email.
- **Preparation for assessment** – at this point you will be ready to complete your assignments and upload them to **oscar**.
- **Assessment** – your assessor will mark your assignments and give you feedback.

Our qualification process allows you to minimise the time you spend away from work and ensures that you undertake study that is relevant to you and your organisation.

What Support Will I Get?

After your initial assessment, you will be allocated an assessor who will fully support you throughout the assessment process. You will be given access to **oscar**, which you will use to complete your qualification. **oscar** also features a discussion forum, enabling you to interact with your assessor and peers. PNE Development offers 9am-5pm office support five days a week, so if you need support we're only a phone call away.

You will be given a studying membership to the CMI for the duration of your qualification. You will receive their *Professional Manager* magazine and StudyZone e-newsletter plus access to a wide range of online resources via their website.

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How Long Will It Take?

The time it takes to complete a qualification is dependent on the units you choose and how much time you can commit to it. However, as a guide:

- The Award can take as little as 2-3 weeks
- The Certificate can take between 1-3 months
- The Diploma can take between 6 to 12 months.

Progression Opportunities

On successful completion of a level 5 qualification in Management and Leadership, a number of progression opportunities become available:

- Progress to other qualifications at the same level (e.g. from Level 5 Award to Level 5 Certificate etc)
- Progress to other qualifications at the next level (e.g. from Level 5 Certificate to Level 6 or 7 Certificate)
- You may also like to consider upgrading your CMI membership or apply to become a Chartered Manager (see CMI website for details).

How Much Will It Cost?

Level 5 Award in Management and Leadership – £550+VAT
Level 5 Certificate in Management and Leadership – £700+VAT
Level 5 Diploma in Management and Leadership – £1400+VAT

The price includes:

- Initial assessment
- Registration and certification
- Support from an assessor
- Assessment process
- Access to online learning material
- Studying membership to the CMI for the duration of your qualification
- Email and telephone support
- Internal and external verification.

Ready to Take the Next Step?

If you are interested in this qualification, please call the team on **0191 438 7999** or email **development@pne.org**.

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