

ILM LEVEL 3 QUALIFICATIONS IN LEADERSHIP AND MANAGEMENT

ILM LEVEL 3 PROGRAM OVERVIEW

ILM Level 3 Programs are designed for individuals who have management responsibilities, but no formal management qualifications, and are seeking to move up the next level of management.



LEARNING WITH GLOBAL

Some reasons why busy managers choose to develop their careers with Global:

- **Quality** - Global programs are quality assured by the ILM, Europe's leading management certification body.
- **You are in Control** – to learn at our own pace from any location.
- **Affordability** – Global online learning offers significant cost savings over conventional training.
- **True Online Learning** - through the Global E-Learning Portal, accessible on all mobile devices.
- **Offline Learning** – comprehensive learning manuals and other learning resources available for download.
- **Tutor Support** is available through email, web conferencing and phone, throughout your program.
- **ILM Membership** – all candidates have membership of the ILM for the duration of the program.

LEVEL 3 QUALIFICATIONS

ILM Level 3 **AWARD** in Leadership and Management – concise qualification: 4 credits (2 to 3 courses).

ILM Level 3 **CERTIFICATE** in Leadership and Management – the benchmarked qualification: 13 credits (5 to 7 courses).

ILM Level 3 **DIPLOMA** in Leadership and Management – comprehensive qualification: 37 credits (14 – 16 courses).

Written assessments for each course: approx. 1200 words

ILM CERTIFICATION

On completion of the program, candidates receive certification from the **Institute of Leadership and Management**.



PROGRAM CONTENT

Candidates can select from **40** courses:

PROGRAM CONTENT (Sample of courses available)

- Solving Problems and Making Decisions
- Understanding Innovation and Change
- Planning Change in the Workplace
- Planning and Allocating Work
- Writing for Business
- Contributing to innovation and creativity
- Understanding Customer Service Standards and Needs
- Giving Briefings and Making Presentations
- Understanding Leadership
- Understand How to Establish an Effective Team
- Understanding How to Motivate to Improve Performance
- Developing Yourself and Others
- Understanding Conflict Management in the Workplace
- Understanding Stress Management in the Workplace
- Understanding Training and Coaching in the Workplace
- Understanding Quality Management in the Workplace
- Understanding Organising and Delegating in the Workplace
- Managing Workplace Projects
- Understand Performance Management
- Understanding Costs and Budgets
- Understanding Communication Process in the Workplace
- Understanding Negotiation and Networking
- Understand How to Lead Effective Meetings
- Understanding Marketing for Managers
- Developing Relationships in the Workplace
- Understanding Good Practice in Workplace Coaching
- Leading and Motivating a Team Effectively
- Planning and Monitoring Work
- Meeting Customer Needs
- Understanding Change in the Workplace
- Business Improvement Techniques
- Managing Yourself
- Understanding Sales in the Workplace
- Understanding the Management Role
- Managing Risk in the Workplace
- Delegating Authority in the Workplace
- Developing People in the Workplace
- Developing your Leadership Styles
- Understanding Financial Management
- Management Communication