

# the ilm level 5 award in leadership and management

inspiring organisations and individuals to change, grow and succeed

## About us

Established in 1996, t2 business solutions has grown to become one of the largest providers of training and development in the UK. We currently work with hundreds of organisations across the UK, training and coaching thousands of people each year.

Our aim is to help organisations and individuals close the gap between their performance and potential through our portfolio of training and coaching services. Our Directors are constantly spanning the globe for innovative ideas and best practice to incorporate into our portfolio.

All our trainers, coaches and consultants are full-time employees, who are constantly evaluating and improving our services through feedback from our clients.

## ILM Level 5 Award in Leadership and Management

The 'matrix zone' of middle management is arguably the most challenging zone for any leader. In the middle matrix, leaders have to quickly learn to master key skills which will enable them to not only survive, but to succeed by consistently delivering outstanding results. This Level 5 Award is a unique blend of best practice and latest thinking from around the world.

### Who is it for?

The ILM Level 5 Award in Leadership and Management has been designed specifically for practising or aspiring leaders who seek real-world knowledge about how to drive their teams, as well as themselves to the next level by equipping them with the skills to overcome the potential pitfalls and challenges of the middle 'matrix zone'.

### How will my company or organisation benefit?

**Your organisation will benefit from having middle managers who are:**

- Motivated and confident to move up to the next level
- Able to avoid common pitfalls at a more senior level through greater understanding of corporate culture
- Equipped to make a significant contribution to moving the organisation in desired directions and steer teams through complex situations
- Thinking and acting like leaders

### Assessment

This is a concise qualification made up of two mandatory units. In the first unit participants explore the nature of the middle management role and critically evaluate their managerial ability. In the second mandatory unit participants explore leadership styles within the organisation, the commitment and motivation of their teams and their ability to motivate teams to meet organisational goals.

## What will I learn?

### Throughout the ILM programme, participants will:

- Attain the core skills of effective middle management and leadership
- Gain new insights into your preferred leadership style and learn how to be flexible in both leadership and management
- Be able to 'read' behaviour and use that understanding in creating a motivating environment for your staff
- Be able to influence upwards in the organisation with confidence
- Understand the specific responsibilities of middle managers in enabling the organisation to achieve its goals
- Evaluate personal development opportunities to improve your own managerial skills
- Develop practical coaching skills and techniques that can easily be implemented in the workplace
- Develop an increased awareness of the need to improve your own self-evaluation skills and to take responsibility for your own professional development
- Learn the differences between management and leadership
- Be made aware of emotional intelligence as a leadership tool
- Learn how communication and interpersonal relationships influence managerial performance in the workplace

## Programme Timetable

### Day 1: Understanding the Management Role

#### Learning Outcome(s):

- Understand the organisation's purpose, stakeholders and structure, as functional areas and the managerial roles
- Understand the specific responsibilities of middle managers in enabling the organisation to achieve its goals

### Day 2: Understanding the Management Role

#### Learning Outcome(s):

- Evaluate personal development opportunities to improve own managerial skills
- Understand the difference between coaching and mentoring
- Develop practical coaching skills and techniques that can be easily implemented in the workplace
- Develop an increased awareness of the need to improve your own self-evaluation skills and to take responsibility for your own professional development

### Day 3: Assessing your own Leadership Capability & Performance

#### Learning Outcome(s):

- Learn the difference between management and leadership
- Understand the responsibilities of a leader
- Awareness of emotional intelligence as a leadership tool
- Understand situational leadership – assessing your style
- Understand transactional and transformational leadership

### Day 4: Assessing your own Leadership Capability & Performance

#### Learning Outcome(s):

- Understand how communication and interpersonal relationships influence managerial performance in the workplace

### Day 5: Motivation and Building a Network of Trust & Influence

#### Learning Outcome(s):

- Define motivation and articulate how it impacts performance
- Explain motivational theories and how to apply them in the workplace
- Learn to develop and maintain trust and achieve results through others

## Contact

t2 business solutions  
National Training Head Quarters  
Melrose Hall, Cypress Drive  
St Mellons, Cardiff, CF3 0EG

**tel:** 02920 799133

**fax:** 02920 819515

**email:** [enquiries@t2business.co.uk](mailto:enquiries@t2business.co.uk)

**web:** [www.t2business.co.uk](http://www.t2business.co.uk)

## Offices

Cardiff • Bristol • Birmingham • London • Reading

 | business solutions