

ILM Level 4 Certificate in Management

Target Audience & Prerequisites:

The ILM Level 4 Certificate in Management provides the foundation for formal development in a management and leadership role. The qualification develops the skills of middle management and assists participants in gaining the knowledge required at this level. There are no formal entry requirements but participants will be practising or aspiring middle managers. Initial assessment will be carried out to ensure that this is the most appropriate programme for your role and for candidates who have completed management training at level 3, this is the recognised progression. This course also suits those looking to bridge the gap between a level 3 and level 5 management development qualification.

Course Outline:

This ILM Level 4 Certificate in Management is made up of two mandatory units, plus a range of optional units (totalling 15 credits). The mandatory units concentrate on understanding the management role, plus planning and developing leadership through practical activities. The additional units selected are designed to provide a rounded appreciation of the diverse skills required to become a competent manager.

Unit Title		Credit Value
M4.01 Understanding the management role	(MANDATORY)	4
M4.02 Developing management skills	(MANDATORY)	4
M4.07 Motivating people in the workplace		2
M4.08 Solving problems by making effective decisions in the workplace		3
M4.09 Delegating authority in the workplace		3
M4.11 Developing and managing people in the workplace		5
M3.18 Coaching and training your work team		2

Accreditation & Reward:

On successful achievement of the required modules you will be awarded the ILM Level 4 Certificate in Management. Progression onto the Diploma and Level 5 programme is available for candidates who wish to pursue career development with the Institute.

Course Delivery:

The course is delivered by qualified ILM tutors. Candidates are required to complete a minimum number of guided learning hours (GLH) and also complete a work based assignment. One-to-one support for completion of the assignment is available throughout the programme.

Delivery:	The programme is delivered by qualified ILM tutors.
Venue:	Textile Centre of Excellence or at client premises (details available on request).
Dates:	8 day programme, dates available on request
Duration:	Minimum 59 guided learning hours completed within a period of 6 months.
Contact:	Sian Patrick or a member of the Commercial Services Team

