

Welsh Government Funded:

ILM Management

Level 3 Diploma
(Combined Qualification)



Take advantage of this Welsh Government funded Management Qualification

The ILM Level 3 Diploma in Management (Combined Qualification) is ideal for individuals looking to take their first step into line management and for those who already have some management responsibilities. This combined knowledge and competency based qualification will build and develop new skills to enhance their management career. The qualification also forms part of the ILM Level 3 Management Apprenticeships.

Who is this course for?

The course is designed for those who are new to, or aspiring into, their first team leader or line management role giving an introduction to key principles and developing key skills to develop you as a manager.

What is the enrolment process?

- Online Portal Leader Index (PLI) self-assessment
- Completion of application form
- Literacy, numeracy and digital literacy skills assessment session
- Induction session arranged with your designated assessor around your availability, introducing you to the course content, course tools plus support with your first module

How is the qualification assessed?

A mixed method assessment approach is used to differentiate for the needs of each individual. This includes online assessments; recorded discussions; VIVA and documented evidence supported by an e-portfolio.



Course Duration

Up to 15 months

Please note that this course does not always follow an academic year.



Cost

No cost to the organisation or individual.
Fully-funded by Welsh Government*

** Restrictions may apply*

How is the qualification delivered?

Portal has developed a completely unique delivery model to fit around demanding work schedules. You will be provided with all of the resources, templates and tools you need via our online Moodle platform and will be supported by a Management Assessor through both face-to-face meetings and Blackboard web-conference sessions, to ensure delivery and support is fully flexible and personalised to suit your individual needs.

Qualification Content Overview

ILM Combined Diploma in Management

Mandatory Units:

All learners will study:

Manage Personal & Professional Development

Manage Team Performance

Principles of Leadership and Management

Principles of People Management

Principles of Business

Optional Units:

Learners will work with their assessor to select range of suitable optional modules, suggestions may include:

Manage Individuals' Performance

Develop and Implement an Operational Plan

Develop Working Relationships with Stakeholders

Develop a Presentation

Deliver a Presentation

Employee Rights and Responsibilities

Encourage Learning & Development

Essential Skills Level 2 or 3 AON, Communication & Digital Literacy

Method of Assessment: Controlled tasks and test

Employee's Rights and Responsibilities

Method of Assessment: Completion of a booklet

Unit content

Learners take five mandatory units in this qualification. The first unit looks at personal and professional development, helping the learner to identify their own development needs and plan how to fulfil them. The second unit develops practical team management skills.

The three remaining units of this section delve into the theory behind people management, leadership and business.

Learners can then work with their employer and training provider to find the best-fit from the other units offered in the qualification.

Benefits for individuals

- Develop your portfolio of essential management skills
- Take charge of your personal and professional development
- Get an in-depth understanding of what is expected of a manager
- Manage your team effectively
- Get a recognised qualification for your personal development.

Benefits for the Organisation

- Develop first-line managers with proven competence in the role
- A broad selection of optional units to tailor the qualification to suit your organisations' learning and development needs
- Promote a culture of organisational learning and development.

Progression Routes

This qualification provides the perfect grounding to progress onto the ILM L4 Diploma in Leadership & Management.

Learner Benefits

- Provides leadership and management skills to aid your career development and promotion opportunities
- Provides you with current, specific knowledge and skills which relate to your profession
- Develops your ability to lead, motivate and inspire others
- An accredited qualification that is transferable across multiple professions
- Flexible learning approach, working around you and your commitments

School Benefits

- Develops the employee's management and leadership skills
- Encourages strategic thinking which could aid and enhance productivity and competitiveness
- A valuable personal development tool which provides clear benefits to those who want to self develop or want career progression
- The ability to customise this qualification to your organisation's learning and development needs

"It has been hugely beneficial to see the connections made between leadership theory and practice. The course has improved my confidence and competence in a range of management techniques which recently enabled me to negotiate and manage a financial bid for the school."

Sarah Dunn

High Cross Primary, Newport

"ILM changed the way I manage teams and how I deal with and implement change across the school. I have also been able to successfully gain a TLR post as a result of undertaking the course."

Nikki Hagerty

Coed y Dderwen Primary, Merthyr

"Staff are using their own experiences and can see how the programme is underpinning their leadership in school. Our experience of working with Portal has been excellent and staff would recommend the course, so it's definitely something we'll be offering again."

Hilary Jones

St Cyres, Cardiff

Next Steps

To request more information or to schedule an information session with our advisor please get in touch:

Sarah Evans

Mobile: 07713 287957

sarah.evans@portaltraining.co.uk

act
developing learning

Portal
Hyfforddwyr | Educational
Addysg | Trainers