

ILM Level 3 Certificate in **Principles of Leadership and Management**

Advanced Learner Loan

If you are aged 19 or over and have lived in the UK for 3 years or more, you may be able to start this course without paying a penny upfront through the Advanced Learner Loan scheme. Call us on **01757 606 600** or email **sales@theskillsnetwork.com** for more information.

Course overview

This course provides you with the knowledge to gain a solid grounding in what it takes to organise, manage and motivate work teams. It will allow you to become confident in your ability to perform in your role, as you learn the tools and techniques necessary for developing yourself as a leader. Organisation and work delegation processes will be explored, alongside the most effective techniques for managing conflict.

Inductions, stress management and discipline within the workplace will also be covered, providing you with a fully rounded understanding of leadership and management, and allowing you to become an effective manager.



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Who is suitable?

This qualification is designed for new and aspiring junior managers. Learners will pick up the core skills and understanding needed to deal with management responsibilities and develop as leaders, helping to start their career with confidence. The minimum age requirement is 16 years old.

Learning method

Studying via distance learning means you can choose when and where you study.

This course is available:  **Online**

The online course is available on The Skills Network's online learning platform, **EQUAL**. Online learning with a difference, **EQUAL** features:

- **Exciting and engaging content**
- **Interactivity – featuring videos and games to enhance learning**
- **Virtual tutors who offer hints, tips and guidance throughout the course.**

no exams
just assessments

What you will learn

This course is split into 10 manageable units:

- Unit 1:** Solving problems and making decisions
- Unit 2:** Planning and allocating work
- Unit 3:** Understanding conflict management in the workplace
- Unit 4:** Understanding stress management in the workplace
- Unit 5:** Understanding discipline in the workplace
- Unit 6:** Understanding the induction of new staff in the workplace
- Unit 7:** Understanding performance management
- Unit 8:** Understanding organising and delegating in the workplace
- Unit 9:** Leading and motivating a team effectively
- Unit 10:** Understanding leadership

Benefits

- Gain a nationally recognised qualification
- Improve your skills to help create a long-standing career pathway in your chosen industry
- Courses are delivered as distance learning, allowing learners to choose when and where to study
- Personal tutors are assigned to ensure learners have the support needed to succeed.