

Leadership and Management

Awarded by the Institute of Leadership & Management (ILM)

Leadership ... “the ability to get others to value your judgement sufficiently to enable them to decide to do as you ask”

A highly practical 5-day programme leading to a qualification designed to improve any organisation through strong focus on delegates' specific job roles

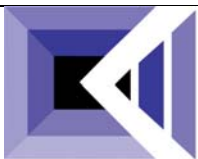
Modules can be taken individually either by distance learning or attending workshops.

Full completion and assessment of all modules lead to:

**The Award in First Line Management or
NVQ Levels 3, 4 or 5**

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Day One: Leadership Skills Problem Solving Techniques	<u>Who should attend?</u> Team Leaders & Supervisors <u>Duration</u> Five Days <u>Course Format</u> Highly participative and interactive programme with group exercises, discussions and role-plays. <u>Assessment</u> Certification is awarded upon successful completion of a work-based assignment of at least 1,000 words and two written assessments <u>Programme Fees</u> Full Qualification (All Modules) £975.00 + VAT Two Modules (Full day) £255.00 + VAT Individual Module (½ day) £135.00 + VAT
Day Two: Decision Making Tools	
Day Three: Time Management	
Day Four: Motivating Teams & Individuals Conflict Management	
Day Five: Appraisal Skills	



The Performance Solution™

For further information please contact Ceri Heathcote at The Performance Solution on 01225 867 285 or email ceri@theperformancesolution.com