



ILM NVQ Level 3 in Management

What are NVQs?

NVQs are National Vocational Qualifications and they benefit employers by:

- Demonstrating investment in staff
- Boosting an employer's reputation
- Providing benchmarks of best practice
- Offering a mechanism for staff appraisal

NVQs benefit employees by helping them to recognise their good performance by collecting a portfolio of evidence as proof of performance rather than by taking examinations.

What is the course content?

The ILM NVQ Level 3 in Management is designed for first line managers who have decision-making responsibilities within defined limits and wider responsibility for people, their performance and also assess their knowledge and understanding of key management activities.

The course is accredited by the Institute of Leadership and Management (ILM), the largest specialist awarding body in Europe.

Candidates are required to take seven units, four mandatory units and three out of a choice of seven optional units:

Mandatory Units

- Manage your own resources and professional development
- Provide leadership in your area of responsibility
- Allocate and monitor the progress and quality of work in your area of responsibility
- Ensure health and safety requirements are met in your area of responsibility

Optional Units

- Encouraging innovation
- Planning change
- Implementing change
- Developing productive working relationships with colleagues
- Work with others to improve customer service
- Managing a budget

What is the course format?

The programme consists of four group discussion and action planning days as well as two 1:1 sessions for each delegate which will include progress reviews and guidance on the delegate's portfolio of evidence. These workshops may be further supported through the provision of e-learning as detailed below.

Where can I learn more?

Delegates can log on to our unique online learning system where they can access the materials that make up the Level 3 NVQ in Management at no extra cost.

How much does the course cost?

In certain areas of the UK, NVQ Level 3 courses are part funded through the Government's Train to Gain initiative.

Your Account Manager will be able to tell you what the qualifying criteria are for companies in your area. Funding may also vary depending on what qualifications delegates already hold.

Contact us

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