

# Certificate in Leadership and Management Level 3



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**Price**  
**£1,249.00**

## Is this course suitable for me?

The Institute of Leadership and Management (ILM) Level 3 Certificate in Leadership and Management will provide you with the business knowledge and management skills required to become a successful first line manager, such as effective leadership and how to build an efficient team using motivation, communication and feedback.

The Level 3 Leadership and Management course is suitable for managers, team leaders or supervisors who have had little to no training but would like to formalise their skills and develop as a leader. Studying with ILM allows you to choose from a wide range of units, so you can tailor your qualification to your individual needs and career aspirations.

With a study period of 12 months and a recommended 130 guided learning hours, the ILM Level 3 Certificate in Leadership and Management is a detailed qualification designed to give you a strong foundation of skills to be a successful leader.

## Course content

Designed to support practising team leaders hoping to take their career to the next level, the ILM Level 3 course covers a range of key management skills. To successfully achieve the ILM Level 3 Certificate in Leadership and Management, you will be required to complete a minimum of 13 credits.

To earn credits, you can choose from a wide range of study units, including:

Understanding Costs and Budget in an Organisation (1 Credit) Understanding Workplace Information Systems (1 Credit) Understanding Marketing for Managers (1 Credit) Writing for Business (1 Credit) Understand How to Establish an Effective Team (1 Credit) Understanding Stress Management in the Workplace (1 Credit) Understanding Discipline in the Workplace (1 Credit) Understanding Recruitment and Selection of New Staff in the Workplace (2 Credit) Understanding How to Motivate and Improve Performance (2 Credits) Developing Yourself and Others (2 Credits) Solving Problems and Making Decisions (2 Credits) Understanding Innovation and Change in an Organisation (2 Credits) Planning Change in the Workplace (2 Credits) Planning and Allocating Work (2 Credits) Contributing to Innovation and Creativity in the Workplace (2 Credits)	Understanding Leadership (2 Credits) Understanding Training and Coaching in the Workplace (2 Credits) Understanding Quality Management in the Workplace (2 Credits) Managing Workplace Projects (2 Credits) Understanding Health and Safety in the Workplace (2 Credits) Understanding the Organisation and its Context (2 Credits) Understanding Performance Management (2 Credits) Giving Briefings and Making Presentations (2 Credits) Understanding Customer Service Standards and Requirements (2 Credits) Understanding the Communication Process in the Workplace (2 Credits) Understanding How to Lead Effective Meetings (2 Credits) Understanding How to Manage the Efficient Use of Materials and Equipment (2 Credits) Understanding Conflict Management in the Workplace (3 Credit)
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