



ILM Level 4 Qualifications in Leadership & Management

Level 4 Award or Certificate

The Level 4 Award & Certificate in Leadership and Management are designed for new and aspiring middle managers.

These qualifications help learners to really get to grips with their role, gain comprehensive business knowledge, and develop the technical skills they need to lead effectively at this level.

QUALIFICATION STRUCTURE

Qualification title	Credit value	Total qualification time	GLH	Structure
Level 4 Award in Leadership and Management QAN: 600/5851/1	Minimum 5 credits Maximum 12 credits	50 hours	9	<ul style="list-style-type: none"> • Two-hour induction • At least two hours tutorial support • All units must be taken from Group 1
Level 4 Certificate in Leadership and Management QAN: 600/5932/1	Minimum 13 credits Maximum 36 credits	130 hours	19	<ul style="list-style-type: none"> • Two-hour induction • At least two hours tutorial support • Minimum of 7 credits from Group 1 • Maximum of 6 credits from Group 2

Rules of combination:

Award

Minimum 5 credits, maximum 12 credits
All units must be taken from Group 1

Certificate

Minimum 13 credits, maximum 36 credits
Minimum of 7 credits from Group 1
Maximum of 6 credits from Group 2

AC Training
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EDUCATION VOCATIONAL HOMEWORKS PREPARATION
 SERVICE PRACTICE
 QUALIFICATIONS DEVELOPMENT OCCUPATION TUTORIAL
 CAREER

Each unit in this qualification focuses on a specific set of skills and knowledge in six broad areas – working with people, managing yourself and personal skills, providing direction, facilitating innovation and change, achieving results, and using resources. Employers can work with learners to find the units that best fit individual and organisational requirements.

A full list of the options available and details of the groups can be found on https://www.i-l-m.com/-/media/ilm-website/sharepoint-documents/_published-documents/8605-level-4-qualifications-in-leadership-and-management-ilm-q-card,-d-,pdf.ashx

The award would usually take between 6 – 9 months to complete and the certificate 9 – 12 months.

Benefits for individuals

- Consolidate your management skills and experience
- Build knowledge of specialist business areas such as finance and marketing
- Develop the capabilities and personal awareness you need to be a leader
- Accredit your experience with nationally recognised qualifications.

Benefits for employers

- Middle managers with an advanced understanding of their role and function in your organisation
- Managers who can assess and improve their own leadership styles and behaviours
- Flexible choice of units – customise these qualifications to meet skills gaps in your organisation and develop confident first-line managers
- Better relationships and communication in teams
- Proven skills – to get these qualifications, managers will need to show that they can transfer their new skills to your organisation
- Managers with the tools to develop their own skills and abilities.

How to achieve your qualification with AC Training

We will have a phone/email conversation first to determine if the qualification is right for you. You will complete a registration form which identifies any learning needs and previous experience. We also use your information to register you with ILM. All your details are kept securely – we do not sell them on.

Following your induction, you will be allocated an assessor.

We use the full range of assessment methods. These include typed assignments and professional discussions. You will have contact from your assessor on a regular basis. Our learners do not say “I never hear from my assessor”. We are proud of our personal touch, level of support and how accessible we are. These elements have helped us achieve our 100% success pass rate!

Workshops will be offered covering all units, and will mostly be delivered on Teams or Zoom, with additional support by e-mail or Teams when required.

The benefits of undertaking your qualification with us...

We are a well-respected ILM, OCR NCFE and BIIAB Centre offering a range of programmes.

We have 'Direct Claims Status' on these qualifications. This means our awarding body (ILM) is so confident about the quality of our delivery, we do not have to wait for external quality assurance visits for final sign-off and we can apply directly for certificates.

Our fully qualified assessors and internal quality assurance staff come from a range of professional backgrounds with many years of sector-specific knowledge and skills.

We use an e-portfolio system, Qualls Direct, which is easy to access and for which you will be supported to use. We pride ourselves on our innovative, interactive and flexible delivery methods to suit all learning styles.

We bespoke our programmes to meet individual and organisational needs.

We have researched the market place and believe our programmes are cost-effective without compromising on levels of quality and support

We are passionate about Continuing Professional Development. Our staff regularly access training opportunities to ensure our staff have the very latest information from the sector.

Costs

The costs of the qualifications are shown below:

Level 4 Award Leadership & Management - £1050 + VAT

Level 4 Certificate Leadership & Management - £1500 + VAT

We are happy to discuss your requirements in detail, for more information please contact support@ac.training or Tel 0333 444 2467.

Sounds great! Where do I sign up?

Please contact:-

Ian Bedelle - ian.bedelle@ac.training (07896 973101)

OR

Support team - support@ac.training (0333 444 2467)

DiSC Profiling

Please note that we also offer the popular Everything DiSC Workplace® profiling which is a personalised learning experience that can benefit every person in an organisation—regardless of title or position, department or function—in building more productive and effective relationships at work. It teaches people to understand themselves and others. This is also useful when considering employing new people into your organisation as it helps you to recognise their skill set and how they may fit into your team.

“I really enjoyed the course and learnt some practical ways to put into practice what I had learnt”
NHS

