

Higher Apprenticeship in Management

Overview

The ILM Level 5 Management qualification is suitable for job roles in any sector that involve management and leadership responsibilities. At Level 5 an individual can expect to be a Senior Manager and to hold a central management role in an organisation. This qualification is designed to develop management skills and knowledge to support and recognise occupational competence in management to a national occupation level required by employers.

This framework includes the following components:

- ILM Level 5 NVQ Diploma in Management and Leadership (Competency)
- ILM Level 5 Diploma in Principles of Leadership and Management or Foundation Degree in Applied Professional Practice
- Essential Skills Wales Application of Number Level 2
- Essential Skills Wales Communication Level 2
- Essential Skills Wales Digital Literacy Level 2
- ERR – Employment Rights and Responsibilities

Qualification overview for ILM Level 5 NVQ Diploma in Management and Leadership:

To achieve an ILM Level 5 NVQ Diploma in Management and Leadership, learners must complete a minimum of 53 credits.

- 4 mandatory units from Group 1 (22 credits)
- Minimum of 23 credits from Group 2
- Maximum of 8 credits from Group 3
- A minimum of 30 credits at Level 5 or above

Mandatory Group A

| Title | Level | Credit |
|---|-------|--------|
| Contribute to the development of a strategic plan | 5 | 5 |
| Design business processes | 5 | 5 |
| Manage strategic change | 5 | 7 |
| Provide leadership and management | 4 | 5 |

Mae'r Rhaglenni Prentisiaeth, Hyfforddeiaeth a Thwf Swyddi Cymru, a arweinir gan Lywodraeth Cymru, yn cael cymorth ariannol gan Gronfa Gymdeithasol Ewrop

The Apprenticeship, Traineeship and Jobs Growth Wales Programmes, led by the Welsh Government, are supported by the European Social Fund



Higher Apprenticeship in Management

Optional Group B

| Title | Level | Credit |
|---|-------|--------|
| Establish business risk management processes | 5 | 5 |
| Promote equality of opportunity, diversity and inclusion | 5 | 5 |
| Develop and manage collaborative relationships with other organisations | 5 | 5 |
| Optimise the use of technology | 5 | 6 |
| Manage product and/or service development | 5 | 5 |
| Manage strategic marketing activities | 5 | 7 |
| Develop and maintain professional networks | 4 | 3 |
| Develop and implement an operational plan | 4 | 5 |
| Encourage learning and development | 4 | 3 |
| Discipline and grievance management | 4 | 3 |
| Develop working relationships with stakeholders | 4 | 4 |
| Manage a tendering process | 4 | 4 |
| Manage physical resources | 4 | 4 |
| Manage the impact of work activities on the environment | 4 | 4 |
| Prepare for and support quality audits | 4 | 3 |
| Conduct quality audits | 4 | 3 |
| Manage a budget | 4 | 4 |
| Manage a project | 4 | 7 |
| Manage business risk | 4 | 6 |
| Manage knowledge in an organisation | 4 | 5 |
| Recruitment, selection and induction practice | 4 | 6 |
| Manage redundancy and redeployment | 4 | 6 |
| Lead the development of a knowledge management strategy | 7 | 7 |
| Lead the development of a quality strategy | 7 | 4 |
| Lead the development of a continuous improvement strategy | 7 | 5 |



Higher Apprenticeship in Management

Optional Group C

| Title | Level | Credit |
|---|-------|--------|
| Manage health and safety in own area of responsibility | 4 | 5 |
| Contribute to the design and development of an information system | 4 | 5 |
| Manage information systems | 4 | 6 |
| Manage events | 4 | 6 |
| Manage customer service operations | 4 | 7 |
| Review the quality of customer service | 4 | 4 |
| Developing sales proposals | 4 | 5 |
| Prioritising information for sales planning | 4 | 3 |

Please contact us for more information:

ALS Training, Ocean Park House, East Tyndall Street, Cardiff, CF24 5ET • Telephone: 029 2267 7020

Visit our website: alstraining.org.uk for a comprehensive list of our training services