

Business and Management

Management and Leadership Certificate Level 3 Distance Learning

In Brief

Start Date

The course duration is 12 months.

Entry Requirements

No formal educational qualifications are required, but GCSE maths and English grades A to C are desirable. Candidates should ideally be a practicing team leader seeking to move up to the next level of management or have management responsibilities and want to develop their abilities. All candidates will be interviewed before being accepted onto the programme.

You will achieve

Level 3 Certificate in Leadership and Management.

Course Overview

This qualification provides you with core knowledge on what it takes to organise, manage, and motivate work teams. The range of skills you acquire studying this course will allow you to become confident in your ability to perform competently within your role. As you learn the tools and techniques necessary for developing yourself as a leader, organisation, and work delegation processes will be explored alongside the most effective techniques for managing conflict. You must be in a team leader or management role to complete this course

Course Content

The course has a credit value of fourteen credits and consists of a variety of units, examples are:

- Understanding leadership
- Understanding health and safety
- Understanding recruitment and selection

- Understanding the communication process in the work place

During this time you will be allocated a tutor who will be your personal guide, mentor and coach. They will be an expert in their field and distance learning. You can be confident that their support and help will give you every opportunity to be successful. You can contact them as often as you need.

Your personal tutor will also assess the work you have to submit for your qualification. They will provide you with full written feedback.

You can view the ILM course specifications via the link below;

<https://www.i-l-m.com/learning-and-development/management/management-and-leadership-generic/8607-level-5-leadership-and-management#award> [https://www.i-l-m.com/-/media/ilm-wBSITE/sharepoint-documents/_published-documents/level-3-qualifications-in-leadership-and-management-ilm-q-card,-d-,pdf.ashx]

How will I be assessed?

Units are assessed via assignments.

What Equipment Will I Need?

You will required to provide paper and writing materials.

Where will I study?

You will study in your own environment.

What can I do next?

On completion of this programme, you could progress onto the Diploma in Leadership and Management Level 3.

How much does the course cost?

£875 full fee payable.

Extra information

Full Fee Payable

If the course is listed as full fee payable, you will have to pay for the course.

Contact the Information Unit

For further information please contact our friendly Information Team on +44 (0)1226 216 123 or email info@barnsley.ac.uk [<mailto:info@barnsley.ac.uk>]

Additional Learning Support

Our Additional Learning Support team can provide you with the support you need. Please contact them on +44 (0)1226 216 769.

Disclaimer

Please note we reserve the right to change details without notice. We apologise for any inconvenience this may cause.

Last updated: 10th December 2020

Want to apply?

Visit <https://www.barnsley.ac.uk/apply> to get started

Call us on **01226 216 123**