

Institute Of Leadership & Management

LEVEL 2 INTRODUCTORY CERTIFICATE IN TEAM LEADING

Overview

The aim of this introductory Level 2 management training programme is to give practising and potential team leaders the foundation for their formal development. It is also appropriate for participants working inside teams, who may not be specifically designated as team leaders, but who have some responsibility for the team's outputs.

Course Pre-Requisites

Candidates must be able to show that they have the opportunities within their job role to provide evidence of competence against the VRQ Level 2 standards.

Programme Mode

This is a **residential** programme combining all the opportunities of outdoor experiential learning with the underpinning theories of management and team-leader development in a series of taught workshops. The programme can be undertaken at a variety of locations throughout the UK or at the Pathways Group residential centre in Spain. Candidates will be expected to attend all 5 study days and participate in a variety of practical teamleading activities on site. The programme is practical, stimulating, exciting and FUN!

Assessment Requirements

In order to gain the Introductory Certificate in Team Leading, each candidate must satisfactorily complete the requirements and assessments below:

- The required learning and development for the programme
- 6 Centre Assessed Reflective Reviews



Learning Outcomes

At the end of the course you should be able to:

- Obtain the nationally recognised VRQ Level 2 Introductory Certificate in Teamleading.
- Demonstrate knowledge and understanding of the principles that underpin sound management practice at this level.
- Demonstrate knowledge and understanding of the part you play in delivering improved services.

Demonstrate the practical management skills relevant to:

- Fulfilling your customer requirements and managing day to day team activities, including health and safety, negotiating and selecting relevant information.
- Identifying and recommending improvements objectively; based on fact and not just opinion.
- Dealing with change.
- Organising the team's resources effectively.
- Using resources efficiently.
- Planning team activities.
- Integrating new team members.
- Maintaining information systems.
- Giving effective team briefings.

Who should attend?

Anyone wishing to develop their supervisory management skills and is able to fulfil the pre-requisites of the course.

This programme is delivered by skilled and qualified management tutors from The Pathways Group.

Programme Costs:

The inclusive costs for this package is £995 + vat

The cost **includes** all accommodation, meals, tea, coffee, registration fees and course instruction whilst at the venue (Monday morning – Friday afternoon). Travel costs to and from the venue are not included. A detailed packing list will be provided for all delegates in the joining instructions.

Web: www.pathwaysgroup.co.uk

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Course Enquiries:

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