

‘Leading the Organisation Through Strategic Management’

Split 5 Day
 Programme +
 Strategic
 Review
 Assessment



ILM Level 7 Award in Leadership

Business Requirement

The role of the senior manager in setting the pace within the organisation is critical to an organisation’s ability to clearly define strategic objectives and key performance indicators for organisational success.

This informative and innovative programme, which is accredited at Level 7 (equivalent to post-graduate degree level) is designed to give aspiring senior managers, or those that have been in the role for some time and are looking to hone their skills, the ability to step outside of their day-to-day activities and think strategically about themselves and their leadership abilities; as well as looking at the wider strategic impact of their own and their colleagues and direct reports behaviours and actions within the organisation.

Target Audience

The ILM Level 7 Award in Leadership aims to give practising or potential senior managers key leadership and strategic planning skills for their formal development in this role.

Programme Objectives

Aligned to the ILM L7 Award in Leadership and the needs of your organisation.

*A comprehensive **Critical Incident Review** completed during the course can generate significant **payback** to the organisation in terms of **cost savings and quality improvements** into the workspace.*

This intensive and practical development programme focuses on providing leaders with a recognised qualification whilst sharing insight and exploring senior leadership responsibilities.

By the end of the programme leaders will:

- Understand key leadership theory, assessing their usefulness and suitability to their organisation
- Understand the key ethical, moral and legal responsibilities of senior leaders
- Define the attitude, skills and knowledge required to lead effectively
- Define the benchmarks and changes required within a critical incident review for the organisation
- Recognise the importance of continuing professional development to the senior leader and the organisation
- Utilise feedback from multiple sources in order to develop professional competence and aid reflective learning

Middle / Senior Manager Investment: £2,495 + vat
 Including:
 4 Breakfast Networking Forums
 Team Health Assessment™

Programme Content – 5 days

Includes two mandatory units from the ILM L7 Award in Leadership and relevant assessment activities as required.

- M7.02: Leadership in Practice
- M7.03: Developing the Reflective Leader

Induction - The ILM Programme (Day 1)

- Welcome to the ILM programme
- Certification and assignment criteria

Effective Leadership (Day 1)

- The difference between leadership and management
- Senior Leadership in an organisational context
- The role of the senior manager in the function and direction of the organisation
- Utilising emotional intelligence to understand colleagues and yourself more effectively

Effective Use of Leadership Theory (Day 2)

- Critically comparing and contrasting alternative theories of leadership to assess their validity and utility
- The theoretical and practical relevance of ethics, values, knowledge, skills, behaviours and other characteristics for effective leaders and the organisation

Analysing Critical Incidents to enhance the organisation (Day 3)

- Analysing critical incidents and using this to judge organisational effectiveness and leadership performance
- Learning from critical incidents
- Critical Incidents in a theoretical context
- Extended Critical Incident case study

A range of additional electives may be added to this programme.

Building relationships and influencing people (Day 4)

- The role and nature of the organisation, its corporate governance and its operating context and external environment affects the leadership knowledge, skills and behaviour needed
- Evaluating the personal characteristics and ability to build relationships and influence people.
- Building situations to achieve desired outcomes through application of leadership practices

Improving Myself: Reflective learning as a senior manager (Day 5)

- Critically assessing my own performance and gaining 360° feedback
- How my effectiveness and behaviour affects the people that I manage and those who they manage
- Planning to ensure the development of the people I manage and those who they manage
- Meeting my development needs: Professional development planning

The Programme is Completed with:

- Critical Incident Review – 4,000 – 6,000 words
- Ongoing reflection of the 'Learner Journey' throughout the programme
- Action Planning and review
- One to one discussion with the programme leader in order to plan for their critical incident review
- Business Forums - breakfast Action Learning Sets
- Email support
- Team Health Assessment™ (12 week online support with 2 assessments)

Programme Features – Practical, Flexible, Focused, Personalised & Results - Driven

This programme of modules includes trainer presentations, facilitated interactive sessions and exercises, comprising extensive discussion, debate and feedback to help build sound management and leadership knowledge and skills. In order to complete this qualification developing senior managers are normally given 4 weeks to complete a required 'Critical Incident Review' as well as on-going personal reflective review in order to develop the required knowledge and understanding and highlight how they have applied learning to benefit the organisation.

A 'Candidate Handbook', which contains all relevant information about the programme and the ILM qualification is provided at the initial workshop.

On successful completion of the 'assessment process' the senior manager will be presented with 'The ILM Level 7 Award in Leadership' certificate.

Delivery Schedule

ILM Level 7 5 day Programme	Initial 3 day course	<i>Weeks 1 - 4</i>	Final 2 day course	<i>Weeks 5 - 8</i>		
Qualification Assessment		Plan Critical Incident Review		Complete Critical Incident Review		
ILM Assessment Submission	Series of Practical Breakfast Business Forums				Critical Incident Review submitted week 9	Certificates Issued with Feedback
Programme Material & Support	<i>Team Health Assessment</i>	e-mail coaching support ILM Leadership & Management Material & Reflections Learning Manual				<i>Team Health Assessment</i>

Services Include:

- 5 days of Leadership & Management training, Coaching & Facilitation
- Series of initial 4 **Breakfast Business Forums** to maintain development, build experience and evidence the value to the organisation and its developing manager
- E-mail coaching support to assist developing managers with assignment completion and application of learning back into the workplace
- All supporting programme material in colour and reflective review material including Personal Development Organiser and a Koosh ball
- Initial and subsequent web based **Team Health Assessment Programme™**
- 6 months Membership of the ILM
 - Online access to Learning Zone – a 'toolkit' to hundreds of management sessions, video tutorials, guides and factsheets to increase leadership impact
 - **ILM Certificate on successful completion**
 - Invitations to Networking & Events
 - Exclusive Membership discounts
- ILM Qualification, marking of 'Critical Incident Review' with feedback including a free re-take for any 'referred' assignments with feedback support
- End of programme celebration lunch and Award Ceremony
- All administration to support and process the ILM Awards

About The Institute of Leadership & Management

The Institute of Leadership & Management is the UK's largest management body, combining industry-leading qualifications and specialist member services.

ILM is founded on the principle that skilled managers and leaders hold the key to creating productive workforces that deliver organisational and economic success. Our qualifications and membership services combine to drive up the standards of leadership and management and improve individual and team performance.

In 2010, 90,000 people enhanced their leadership and management skills with an ILM qualification, while over 30,000 ambitious management professionals secured increased professional recognition and support through ILM membership.

About Catalyst Learning & Development

Learning Excellence, Positive Engagement...and a Measurable Return on Investment!



Catalyst has Direct Claim Status at Levels 2 & 3

Established in 1988, Catalyst has a reputation for delivering effective and measurable learning, development and coaching services with specialist training and coaching teams.

Catalyst's Leadership programmes offer national qualifications utilising web-based assessments, work based assignments offering a real return to the stakeholder, reflective review and coaching to embed behaviour and develop confidence and well-being to the learner.

Recognising the need for a measurable return on investment Catalyst believes passionately in the power of learning and development to create tangible results for both the organisation and the individual learner.

Our 'Action Based, People Centred' approach to leadership and management is clearly evidenced by our alignment with the Institute of Leadership and Management for which we hold direct claim status at levels 2 and 3.

We believe coaching and mentoring is fundamental to embed real behavioural change into the workplace enabling the permanent application of new skills and knowledge.

Our unique Action Plan Support Programme™ and Action Learning Sets in the form of breakfast Business Forums are included in a range of flexible coaching and development services.

Our Shared Success...

The key to our shared success is unquestionably our people - their wealth of experience, passion, flexible approach and sheer enthusiasm to consistently meet and exceed the demands made of them!