



**SPD**  
SALFORD PROFESSIONAL  
DEVELOPMENT



# ILM LEVEL 5 IN LEADERSHIP AND MANAGEMENT

Delivered by Salford Professional Development, a wholly owned subsidiary of the University of Salford.

# Course Overview

Unlock your leadership potential with the ILM Level 5 Certificate or Diploma in Leadership and Management. Designed for middle managers, project managers, and department heads, this programme empowers you to hone your skills, elevate your expertise, and supercharge your performance. It's your pathway to management success, covering vital aspects of leadership such as mastering effective leadership, championing change, and cultivating high-performing teams.

Choose from either a 3-day Certificate or 5-day Diploma and develop your ability and confidence to thrive as an effective leader within your organisation. During this programme you will use a combination of activities, personal reflective questionnaires and the application of knowledge. Developing new skills to manage change within your team and wider organisation, enhancing your own ability to lead teams to collectively achieve organisational goals.

## Programme Structure

### Certificate

- Day 1 //** Becoming an Effective Leader
- Day 2 //** Managing and Implementing Change in the Workplace
- Day 3 //** Developing and Leading Teams to Achieve Organisational Performance

### Diploma

- Day 4 //** Managing Stress and Conflict in the Organisation & Managing Mental Health in the Workplace
- Day 5 //** Improving Own Leadership through Action Learning & Managing Own Continuing Professional Development

## Day One

### Becoming and Effective Leader

- / Identifying when to manage and when to lead, through conscious decision-making.
- / Role-modelling leadership and organisational values consistently to demonstrate authenticity and resilience.
- / Developing a set of tools to identify appropriate leadership styles based on individuals and the situations to deliver business performance.
- / Recognising the application of theories of motivation to engage and inspire team members for improved performance and organisational alignment.
- / Incorporating emotional intelligence into the leadership toolkit to acknowledge the effect of your own emotions on the leadership of others.

## Day Two

### Managing and Implementing Change in the Workplace

- / Understanding organisational context and the need for change and innovation.
- / Conducting organisational and environmental analysis to identify drivers and opportunities for change.
- / Exploring the challenges of operating in complex and volatile environments and identifying effective management and leadership strategies.
- / Developing the skills to use evidence-based change models to manage effective change.
- / Engaging and communicating with a range of internal and external stakeholders.
- / Recognising the human factor and psychological responses to change and how to navigate this with individuals.

# Agenda

## Day Three

### Developing and Leading Teams to Achieve Organisational Performance

- / Examining the challenges of leading teams against evidence-based theory and models.
- / Exploring how to motivate and develop talent, including effective performance management and feedback approaches to optimise engagement.
- / Identifying techniques to monitor and manage teams and the delivery of performance against organisational goals.
- / Recognising the stages of team development and the role of the leader in progressing the team to function effectively.
- / Utilising a coaching leadership approach to support individual and team development.

## Day Four

### Managing Stress, Conflict and Mental Health in the Workplace

- / Understanding stress, mental health and wellbeing in the context of the workplace and recognising the organisational need to manage these effectively.
- / Recognising the reasons for conflict in the workplace.
- / Analysing the organisation's current approach towards stress, conflict and mental health and be able to evaluate the effectiveness of these.
- / Communicating with staff about stress and mental health and supporting them to improve it, including being able to hold and record conversations with staff.
- / Planning to meet the requests for reasonable adjustments by members of staff.
- / Developing an improvement plan for dealing with workplace stress and conflict.
- / Assessing your own mental health and its potential effect on others.

# Agenda

## Day Five

### Improving Own Leadership through Action Learning and Managing Own Continuing Professional Development

- / Understanding the process and value of action learning as a leadership development strategy.
- / Developing the ability to engage in and deliver action learning to develop own leadership performance and that of others.
- / Identifying appropriate activities and strategies to develop own leadership capacity.
- / Evaluating personal and work-related development experiences, aims, objectives and priorities.
- / Planning and evaluating professional development activities.
- / Critically review own learning and the impact on workplace performance.



## Benefits

- / Develop managers abilities to identify opportunities for change and effectively manage processes
- / Empower managers to develop and lead teams effectively to achieve organisational goals
- / Empower managers with knowledge and skills in effective leadership, change management and leading teams to achieve organisational goals
- / Provide managers with the skills to drive their own future growth through continued professional development and action learning
- / Enable individuals to manage stress, conflict and mental health more effectively within the workplace

**94% of employers recommend  
ILM training programs with Salford  
Professional Development**





by City & Guilds

Assessment will focus on the core competencies covered in the course. It will focus on practical work-based assignments which ensure minimal time away from work and that you undertake study which is relevant to your own organisation.

## Certificate

Assessment will consist of three written assignments which include:

- / Becoming an effective leader
- / Managing and Implementing Change in the Workplace
- / Developing & Leading Teams to Achieve Organisational Goals and Objectives

## Diploma

Assessment will consist of four written assignments. Two of which are mandatory and two chosen by the delegate.

The two mandatory assignments for the diploma are:

- / Evaluating your own leadership and implementing a PDP plan
- / Improving your leadership through action learning

**Delegates can then select a further two assessments from the following:**

- / Becoming an effective leader
- / Managing and Implementing Change in the Workplace
- / Developing & Leading Teams to Achieve Organisational Goals and Objectives
- / Managing Mental Health in the workplace
- / Managing stress and conflict in the organisation