

Institute of Leadership and Management

## **Level 3 Leadership and** Management

Advance your career with the ILM Level 3 Leadership and Management qualification, designed to equip you with the practical skills needed to succeed in a management role. This accredited course helps build confidence and capability to lead effectively across a range of workplace settings.

## **Course Content:**

- The employer and leadership role
- Planning, allocating and organising work
- Solving problems and making decisions
- Communication and information systems in the workplace
- Motivation and improving performance
- Career development
- Induction, training and coaching
- Dealing with discipline, conflict and stress in the workplace
- Health and safety at work
- Customer service
- Change management
- Quality management

## **Eligibility:**

- Your income is below the regional threshold. We can advise you when you enquire.
- You are over 19
- You currently live in England









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