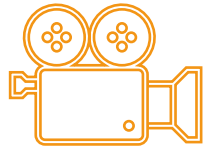# Launching our new qualifications at level 6 and 7 for leaders and managers

Launch Webinar

Housekeeping
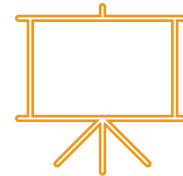
This session is being recorded

The session is being recorded, which will be sent to all attendees after the webinar.

Everyone is on mute

Everyone is on mute

Slides

The slides will be sent to all attendees alongside the recording after the webinar
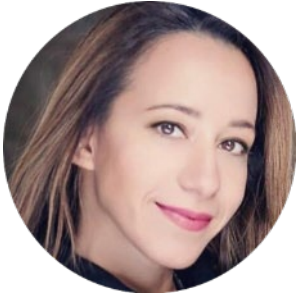
Questions

Please add your questions into the question function on the control panel. Will we endeavour to answer all questions.

If the session cuts off

Please use the original webinar link to gain access back into the session.
To join over the telephone, select "Phone Call" in the Audio pane and the dial-in information will be displayed

Speakers

Giusy Poliseno

Development Manager

Giusy.Poliseno@cityandguilds.com

Jill Hansen

ILM Technical Advisor

Jill.Hansen@i-l-m.com

Julie Rowlett

Higher Education Partnership Manager

Julie.Rowlett@i-l-m.com

Agenda

1 Purpose

2 What do the new qualifications look like?

3 How will they be assessed?

4 What will the approval process look like?

5 What support will be available for customers?

6 Questions and Answers

Purpose

ILM Level 6 Award/Certificate/Diploma in Leadership and Management (8360)

ILM Level 7 Award/Certificate/Diploma/ Extended Diploma in Strategic Leadership and Management (8618)

Structure

Level	Award	Certificate	Diploma
Level 6	Minimum of 5 credits	Minimum of 15 credits	Minimum of 40 credits

Level	Award	Certificate	Diploma	Extended Diploma
Level 7	Minimum of 7 credits	Minimum of 15 credits	Minimum of 40 credits	Minimum of 60 credits

Level 6 - GLH, TQT, POS

Qualification title	Min GLH	TQT	POS
Level 6 Award in Leadership and Management (8360)	10	50	11 – Qualification route 61 – Dual accreditation/mapped
Level 6 Certificate in Leadership and Management (8360)	27	150	21 – Full Qualification route 22 – Top up route 62 – Dual accreditation/ mapped
Level 6 Diploma in Leadership and Management (8360)	67	400	31 – Full Qualification route 32 – Top up route 63 – Dual accreditation/ mapped

Level 7 - GLH, TQT, POS

Qualification title	Min GLH	TQT	POS
Level 7 Award in Strategic Leadership and Management (8618)	15	70	11 – Full Qualification route 61 – Dual accreditation/mapped
Level 7 Certificate in Strategic Leadership and Management (8618)	25	150	21 – Full Qualification route 22 – Top up route 62 – Dual accreditation/ mapped
Level 7 Diploma in Strategic Leadership and Management (8618)	66	400	31 – Full Qualification route 32 – Top up route 63 – Dual accreditation/ mapped
Level 7 Extended Diploma in Strategic Leadership and Management (8618)	90	600	41 – Full Qualification route 42 – Top up route 64 – Dual accreditation/mapped

Level 6 Units – 8360

601 Developing personal effectiveness and impact

602 Developing critical thinking

603 Progressive discourse in modern leadership

604 Delivering outcomes through people

605 Optimising organisational capacity

606 Maximising data efficiency for organisational success

607 Leading a sustainable and future focused organisation

608 Delivering a commercially focused strategy

609 Principles and practices of risk management

610 Innovation, creativity and entrepreneurship

611 Project management

612 Introduction to strategic management

Level 6 Units – 8360

504 Leading innovation and change

514 Managing recruitment

522 Becoming an effective leader

529 Knowledge and information management

550 Understanding the skills, principles and practice of effective coaching and mentoring within an organisational context

703 Developing strategic leadership and management capability

710 Embedding a culture of developmental leadership

711 Strategic leadership development

712 Supporting a culture of innovation through change

713 Strategic influencing and negotiation

714 Strategic optimisation of people resources

715 Adopting a data led approach to strategic management

716 Developing a commercially focused organisation

717 Evolving approaches in leadership and management

Level 7 Units – 8618

700 Developing leadership and management capability through enquiry

701 Developing a high-level business case

702 Developing and maintaining a high-performance culture and optimising resources

703 Developing strategic leadership and management capability

710 Embedding a culture of developmental leadership

711 Strategic leadership development

712 Supporting a culture of innovation through change

713 Strategic influencing and negotiation

714 Strategic optimisation of people resources

715 Adopting a data led approach to strategic management

716 Developing a commercially focused organisation

717 Evolving approaches in leadership and management

Level 7 Units – 8618

800 The impactful CEO

601 Developing personal effectiveness and impact

602 Developing critical thinking

603 Progressive discourse in modern leadership

604 Delivering outcomes through people

605 Optimising organisational capacity

606 Maximising data efficiency for organisational success

607 Leading a sustainable and future focused organisation

608 Delivering a commercially focused strategy

609 Principles and practices of risk management

610 Innovation, creativity and entrepreneurship

611 Project management

612 Introduction to strategic management

Learning Outcomes

Learning Outcome 1
The learner will understand enquiry-based approaches to research within own operational environment

Assessment Criteria The learner can….	Depth	Assessment Requirements (Sufficiency)
AC1.1 Justify chosen enquiry-based approaches to research	The paradigms of enquiry-based research approaches, within an operational environment eg: • primary/secondary • positivism/interpretivism • qualitative/quantitative	The learner must provide a detailed account of the characteristics of **two or more** enquiry-based approaches making,
within own operational environment (K12.1 How to undertake research, data analysis, problem solving and decision-making techniques)	• inductive/deductive • descriptive/experimental • research	reference to how they have changed, justifying their chosen approaches in the context of own operational environment.

AC1.2
 	
Examine the value and impact of enquiry-based approaches to research within own operational environment
 	
(K12.1 How to undertake research, data analysis, problem solving and decision-making techniques)
	Enquiry-based approaches to research relevant and encompassing the organisation's eg:
	• stakeholder involvement and impact
	• organisation:
	   o data/information
	   o other departments
	• societal and wider impact
	
	Principles of enquiry-based research including:
	• information gathered
	• critical reflection
	• reasoned conclusion
		The learner must examine the value and impact of enquiry-based research within own operational environment.
		
		Considerations must be given to **a minimum of two** models/techniques of enquiry-based research.
		
		The learner must reference the principles of enquiry-based research.

Depth

Learning Outcome 3
The learner will be able to apply critical thinking as a management behaviour

Assessment Criteria The learner can….	Depth		Assessment Requirements (Sufficiency)

AC3.1
 	
Examine the difference between beliefs, attitudes and values
	Definition of beliefs, attitudes, and values.
	
	Formation and function of attitudes, beliefs, and values eg:
	• cognitive
	   o perception
	   o ideas
	• functional
			The learner must examine the difference between attitudes, beliefs, and values referencing **at least two** relevant models or theories.

	o beliefs and attitudes influence psychological actions
	• social judgement
	   o making changes based on specific reasoning and understanding
	• tricomponent
	   o cognitive
	   o affective
	   o conative
	• forms of bias:
	   o affinity
	   o frame of reference
	   o stereotyping, expectations
	
	Management behaviours models eg:
	• Lewin – autocratic, democratic, laissez-faire
	• Hersey and Blanchard – situational
	• Weber – transactional leadership
	
	Management behaviours theories eg:		

Assessment Requirements

Learning Outcome 2
The learner will be able to develop a risk management plan

Assessment Criteria The learner can….	Depth	Assessment Requirements (Sufficiency)
AC2.1 Appraise methods of monitoring and reporting risk within own organisation (K1.1 How to develop and implement organisational strategy and plans, including approaches to resource and supply chain management, workforce development, sustainability, taking and managing risk, monitoring and evaluation, and quality assurance) (K2.2 Risk management models and reporting, risk benefit analysis and health and safety implications)	Definition of risk reports. Methods of monitoring risk within the workplace eg: • risk registers • risk audits • variance and trend analysis Key components of risk reports eg: • risk register • corrective action plan • work performance data • project schedules and progress updates Importance of monitoring and reporting risk within the workplace eg: • preventing even more serious incidents from occurring • enhancing understanding of risks in the workplace • ensuring compliance with regulations • reputation	The learner must appraise own organisation's approach to risk monitoring **and** reporting and provide recommendations for the future.
AC2.2 Analyse contingency planning and crisis management and their relevance to the management of risk	Definition of contingency planning. Purpose of contingency planning in the management of risk eg: • identifying business critical functions or activities • identifying interim measures to prevent disruption • identifying global challenges and emerging technologies	The learner must analyse crisis management **and** contingency planning, detailing their relevance in the management of risk.

Guidance for Delivery – Appendix A

Subject	601	602	603	604	605	606	607	608	609	610	611	612
Personal Skills												
Personal effectiveness	AC 3.3, 3.4											
Personal branding			AC2.3									
Impression management	AC 2.3											
Beliefs, attitudes and values		AC 3.1, 3.2										
Management behaviours/practices		AC 3.1			AC1.2							
Reflective models/behaviours		AC3.2									AC3.3	
Meta skills	AC 1.1											
Emotional intelligence			AC2.3									
Personal impact				AC2.3								
Presentation skills					AC3.2	AC3.1		AC3.2				
Negotiation skills						AC3.2						
Entrepreneurship										AC1.1		
Communication												
Persuading skills			AC2.3									
Make recommendations						AC3.2					AC3.2	
Summarising outcomes						AC3.3						

Signposting to Apprenticeship Standard – Appendix B

Unit 604 Delivering Outcomes Through People

KSBs	AC1.1	AC1.2	AC1.3	AC2.1	AC2.2	AC2.3	AC3.1	AC3.2
K1.1 How to develop and implement organisational strategy and plans, including approaches to resource and supply chain management, workforce development, sustainability, taking and managing risk, monitoring and evaluation, and quality assurance.	•							
K1.2 How to manage change in the organisation	•							
K7.1 Different inclusive leadership styles and models, how to develop teams and support people using coaching and mentoring approaches				•		•		
K8.1 How to recruit, manage and develop people, using inclusive talent management approaches		•		•			•	
K8.2 How to use HR systems and processes to ensure legal requirements, H&S, and well-being needs		•						
K8.3 How to set goals and manage performance		•		•				
S7.4 Support the creation of an inclusive, high performance work culture						•		•
S8.4 Build teams, empower and motivate others to improve performance or achieve outcomes					•	•		
S10.3 Reflect on own performance, identifying and acting on learning and development needs								•

Assessment strategy

Assessment Strategy

Unit assignment

Assessment

Assessment requirements

Assessment types

Word count

Support

Types of product evidence

Selecting and Preparing Evidence

Aim: In relation to your current management role and duties you will utilise meta skills and apply your understanding of crisis management, agility and resilience to develop personal effectiveness and impact. This will be in the context of your organisation, or one with which you are familiar.

All Assessment Criteria and Assessment Requirements must be met and utilised to structure your assignment, supported by work-product evidence. (Refer to the Units or Results Sheets for Assessment Requirements (Sufficiency)).

It is recommended that before you start this assignment you discuss with your tutor how you intend to put your learning into practice as evidence of skills applied in real-work situations is required.

Suggested word counts and timings are provided. Where assessment methods are combined the word counts and timings should be adjusted proportionately:
- Written Assignments: word count 2,750, plus relevant Appendices/Annexes. At Level 6 there is an expectation that you write concisely.
- Presentations: must be recorded, 25 minutes, and accompanied by slides and speaker notes.
- Professional Discussions: must be recorded, 25 minutes, and accompanied by a summary of timestamps of where criteria are met.

Assignment Task	Assessment Criteria The learner can:
Learning Outcome 1 **The learner will be able to apply the meta skills required for an effective manager** You must appraise a **minimum of two** personal communication skills detailing why these are needed at management level. (AC1.1) You must then assess a **minimum of two** personal critical thinking skills detailing their relevance to problem solving at management level. (AC1.2) You will compare and contrast **at least two** creative tools/techniques or models applicable at management level. (AC1.3) Finally you must produce a SMART action plan that enhances all **four** personal meta skills including: • communication • critical thinking • problem solving • creative thinking (AC1.4)	**AC1.1** Appraise own communication skills and their use within the management role. **AC1.2** Assess own skills in critical thinking and its relevance to problem solving at management level. **AC1.3** Compare and contrast creative thinking tools/techniques or models applicable at management level. **AC1.4** Produce an action plan to enhance own 4 meta skills.

Assessment - Results Sheets

Instructions for Assessment

Assessment must be conducted with reference to the Assessment Criteria (AC) and Assessment Requirements (Sufficiency). Learners must ensure that they provide multiple examples/references, for example, when required.

Assessors will award a 'Pass' or 'Referral' for each AC.
In order to Pass the unit, every Assessment Criteria must be demonstrated by meeting the Assessment Requirements (Sufficiency).

Referral would occur if the learner **does not**:
provide sufficient evidence where the AC asks for from more than one model/activity, for example.
provide evidence that meets the demand of the verb. e.g., The verb is 'evaluate,' however only an explanation or description is provided.
provide the breadth and depth required e.g., provides an aspect of a process but does not show breadth of knowledge/skill or show depth of understanding of the process.

Centre Number:		Centre Name:	
Learner Registration:		Learner Name:	

Learning Outcome 1		
The learner will be able to apply the meta skills required for an effective manager.		
Assessment Criteria	**Assessment Requirements - Pass**	**Pass/Referral & Assessor feedback**
AC1.1 Appraise own communication skills and their use within the management role	The learner must appraise a **minimum of two** personal communication skills detailing why these are needed at management level.	Pass/Referral
AC1.2	The learner must assess a **minimum of two** personal critical thinking skills detailing their relevance to problem solving at management level.	Pass/Referral
Assess own skills in critical thinking and its relevance to problem solving at management level		
AC1.3 Compare and contrast creative thinking	The learner must compare and contrast **at least two** creative tools/techniques or models applicable at management level.	Pass/Referral

Approvals

Approval

Level 6

Full qualification approval will be required

Level 7

Full qualification approval will be required in most instances

Fast Track Approval is available to centres who have dual accredited programmes 8617 (level 7 only)

Can be achieved through completion of a Fast Track form

There is no charge for a fast track

Once the Fast Track form has been processed and approved learners can be registered

Please remember to *fully* complete the form before emailing to quality@cityandguilds.com

---

City & Guilds | ilm

Application for fast track qualification approval

Fast track approval is a streamlined approval process for existing centres. Typically, it is used when
- a qualification is replaced or updated.
- approval for an N/SVQ would automatically entitle the centre to offer the corresponding VRQ.

The qualification(s) listed below indicate those you may currently offer that would now entitle you to fast track approval for the new qualification(s) overleaf.

If you are unsure of your centre's status regarding your eligibility for fast track approval, please contact the Quality Team. Once completed, please send this form to quality@cityandguilds.com

Centre name								Centre number							

Address

Postcode

Name of contact

E-mail address   **Telephone number**

Please tick the boxes of the qualifications below you **currently offer** which will be replaced

Qualification number							Level	Title	Tick
8	6	1	7	/	5	1	7	Award Leadership and Management (dual accreditation)	☐
8	6	1	7	/	6	2	7	Certificate Leadership and Management (dual accreditation)	☐

Fast Track Requirements

By signing the Fast Track form – the customer is agreeing:

•I confirm that this centre has previously offered the qualifications as detailed above.

•I understand that any changes made to the programme already approved will require a remap exercise which may incur a fee.

•I agree to inform City & Guilds of any changes to the existing programme to trigger a remap which may incur a fee.

Dual accreditation / mapped customers

Approval

6 Full remap required – contact will be made by the HE Partnership Manager Julie Rowlett

Or MOD Gemma Edwards

7 Fast Track approval will be given where no change to the modules/ units are required

Where new modules and or units are to be included a remap will be required as well

Fees

NEW 2023 ILM QUALIFICATIONS	Full		Top up	
	Fee code	Fee	Fee code	Fee
Level 6 Award in Leadership and Management	8360-11 / 61	£141		
Level 6 Certificate in Leadership and Management	8360-21 / 62	£209	8360-22	£100
Level 6 Diploma in Leadership and Management	8360-31 / 63	£276	8360-32	£100
Level 7 Award in Strategic Leadership and Management	8618-11 / 61	£148		
Level 7 Certificate in Strategic Leadership and Management	8618-21 / 62	£220	8618-22	£100
Level 7 Diploma in Strategic Leadership and Management	8618-31 / 63	£290	8618-32	£100
Level 7 Extended Diploma in Strategic Leadership and Management	8618-41 / 64	£310	8618-42	£100

When will the existing qualifications end?

Registration and certification

Existing qualification registration end dates

- Award and Diploma in Management (8316) – **31st August 2024**

- Award, Certificate and Diploma in Leadership and Management (8617) – **31st August 2024**

Existing qualification certification end dates

- Award and Diploma in Management (8316) – **31st August 2027**

- Award, Certificate and Diploma in Leadership and Management (8617) – **31st August 2027**

Support

We're here to support you

Karen Egan

ILM Technical Advisor

Karen.Egan@i-l-m.com

Jill Hansen

ILM Technical Advisor

Jill.Hansen@i-l-m.com

Julie Rowlett

Higher Education Partnership Manager

Julie.Rowlett@i-l-m.com

Centre Approval

Become an ILM Approved Centre in just five easy steps!

https://www.i-l-m.com/working-with-ilm/working-with-centres/5-steps-to-become-ilm-approved-centre

Centre support materials

Qualification Handbook contains:

- Centre requirements

- Assignment briefs

- Assessment guidance

- Guidance for delivery

- Suggested reading resources

Next event in the series

15 November 2023
9am – 10am

New ILM Level 6 & 7 qualifications in Leadership and Management - Q&A event

Questions and Answers

Thank you!