



ILM Level 5

Diploma in Principles of Leadership and Management

Who is qualification for?

This qualification is designed for new and aspiring middle managers seeking a thorough grounding in their role and responsibilities, plus the opportunity to consolidate and further develop the key skills and knowledge they need at this level.

Benefits for individuals

- Enhance core management capabilities
- Develop knowledge in specialist areas, such as finance and marketing
- Take responsibility for your own development as a leader
- Prove you can make a measurable impact on your organisation through work-place based projects and assessment
- Benchmark your managerial skills with a nationally recognised qualification.

Benefits for employers

- Build sustainable management practice that works for the long term
- Encourage staff to proactively manage their career progression
- Close skills gaps – the broad range of optional units means you can customise this qualification to fit organisational development needs.

There are five mandatory units which cover the skills and knowledge learners need to be effective at this level, including crucial soft skills, critical thinking abilities, understanding financial concepts, and finding and implementing innovative solutions. The optional units cover a broad range of core and specialist topics. Learners can work with employers or training providers to find the units that best fit individual and organisational requirements.

Progression

This qualification will provide progression opportunities to other qualifications such as:

- ILM Level 5 Extended Diploma in Leadership and Management.

Qualification overview

Qualification title	Credit value	Total qualification time	GLH	Structure
Level 5 Diploma in Principles of Leadership and Management QAN: 600/5857/2	Minimum 37 credits	370 hours	88	<ul style="list-style-type: none"> Two hour induction At least nine hours tutorial support Five mandatory units* Minimum of 4 credits from Group 1 Maximum of 14 credits from Group 2

*Refer to table below for unit details

Rules of combination

- Five mandatory units (19 credits)
- Minimum of 4 credits from Group 1
- Maximum of 14 credits from Group 2

Overview of units

Mandatory

Reference	Unit title	Level	CV*	GLH**
8610-400	Understanding the Management Role to Improve Management Performance	4	4	15
8610-501	Managing Improvement	5	3	8
8610-502	Making a Financial Case	5	3	14
8610-503	Developing Critical Thinking	5	4	18
8610-504	Leading Innovation and Change	5	5	24

*Credit value **Guided learning hours

Group 1

Reference	Unit title	Level	CV*	GLH**
8610-505	Managing Individual Development	5	4	18
8610-506	Managing Stress and Conflict in the Organisation	5	3	8
8610-507	Understanding the Organisational Environment	5	5	24
8610-508	Understanding Organisational Culture and Ethics	5	3	12
8610-509	Managing Customer Relations	5	3	10
8610-510	Managing for Efficiency and Effectiveness	5	4	18
8610-511	Managing Projects in the Organisation	5	4	18
8610-512	Managing Resources	5	4	12
8610-513	Managing Information	5	4	12
8610-514	Managing Recruitment	5	5	24
8610-515	Managing Work Analysis	5	3	12
8610-516	Analysing and Interpreting Statistics to Inform Management Decisions	5	2	10
8610-517	Understanding the Management of Facilities	5	2	9
8610-518	Making Professional Presentations	5	2	9
8610-519	Developing and Leading Teams to Achieve Organisational Goals and Objectives	5	4	18
8610-520	Assessing Your Own Leadership Capability and Performance	5	6	15
8610-521	Managing Own Continuing Professional Development	5	15	20
8610-522	Becoming an Effective Leader	5	5	9
8610-523	Preparing to Apply Lean Production and Improvement Methodologies to Operational Problems in Service Delivery	5	8	8
8610-524	Applying Lean Production and Improvement Methodologies to Operational Problems in Service Delivery	5	11	12
8610-525	Improving and Maintaining the Organisation's Environmental Performance	5	5	14
8610-526	Managing Remote Workers	5	5	12
8610-527	Partnership Working	5	4	10
8610-528	Understanding Governance of Organisations	5	6	18

Group 1 continued

Reference	Unit title	Level	CV*	GLH**
8610-529	Knowledge and Information Management	5	5	14
8610-530	Understanding the Skills, Principles and Practice of Effective Management Coaching and Mentoring	5	5	18

*Credit value **Guided learning hours

Group 2

Reference	Unit title	Level	CV*	GLH**
8610-401	Planning and Leading a Complex Team Activity	4	4	6
8610-402	Managing Equality and Diversity in Own Area	4	4	12
8610-403	Managing Risk in the Workplace	4	3	6
8610-404	Delegating Authority in the Workplace	4	3	3
8610-405	Developing People in the Workplace	4	5	21
8610-406	Developing Your Leadership Styles	4	4	10
8610-408	Management Communication	4	4	18
8610-410	Managing the Analysis of Secondary Data	4	4	15
8610-411	Managing a Healthy and Safe Environment	4	2	9
8610-412	Managing Meetings	4	3	15
8610-413	Managing Marketing Activities	4	3	15
8610-414	Data Collection and Analysis to Justify Management Decision Making	4	2	10
8610-415	Motivating People in the Workplace	4	2	6
8610-416	Solving Problems by Making Effective Decisions in the Workplace	4	3	14
8610-417	Managing and Implementing Change in the Workplace	4	6	24
8610-418	Understanding the Organisational Culture and Context	4	6	25
8610-419	Understanding Work in Contemporary Society	4	3	8
8610-420	Budgetary Planning and Control	4	3	6
8610-421	Interpreting Financial Statements to Assess Organisational Performance Using Financial Ratios	4	3	6
8610-422	Understanding the Importance of Marketing for an Organisation	4	4	6
8610-423	Using Quantitative Methods to Solve Management Problems	4	6	10
8610-424	Understanding the Economics of the Marketplace	4	6	10
8610-427	Developing a Culture to Support Innovation and Improvement	4	3	12
8610-601	Managing Operations Research	6	3	10

*Credit value **Guided learning hours

Contact ILM

The ILM Customer Service Team is dedicated to providing the very best in customer care. If you need guidance on any aspect of leadership and management development, whether at an individual or organisational level, contact ILM.

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City & Guilds Limited (Registered Company 16513878) is the Awarding Organisation for ILM qualifications.

Learning resources

There is a range of materials available to support ILM qualifications through our online portal, Walled Garden, and the ILM website. Contact us to find out more.

Institute of Leadership & Management membership

All ILM learners receive a minimum of 12 months membership of the Institute of Leadership & Management, bringing access to a wealth of resources to support their leadership development.

Our ethos

Our qualifications combine innovative design with a strong focus on workplace performance. We believe this delivers well-rounded managers with a proven ability to perform to the required standards.