



ILM Level 5

NVQ Diploma in Management and Leadership

Who is this qualification for?

The ILM Level 5 NVQ Diploma in Management and Leadership is aimed at middle managers with responsibility for substantial programmes and resources. It develops skills in strategic planning, strategic change and business process design alongside core leadership and management abilities such as inspiring colleagues and delivering results. This qualification forms part of the ILM Level 5 Management Apprenticeship.

Benefits for individuals

- Develop your set of essential leadership skills
- Learn how to manage strategic change
- Develop skills in business processes that could improve your organisation's effectiveness
- Get a recognised qualification for your personal development.

Benefits for employers

- Proactive middle managers comfortable with change
- A broad selection of optional units to tailor the qualification to suit your organisations' learning and development needs
- Promote a culture of organisational learning and development.

Learners take four mandatory units in this qualification. Two build skills in strategy – strategic planning and strategic change – the third unit looks at developing and evaluating business processes. And the fourth unit develops further core skills in leadership and management.

Learners can then work with their employer and training provider to find the best-fit from the other units offered in the qualification.

Progression

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

- ILM Level 5 Award, Certificate or Diploma in Leadership and Management
- ILM Level 7 NVQ Diploma in Strategic Management and Leadership
- ILM Level 7 Certificate or Diploma in Leadership and Management

Qualification overview

Qualification title	Credit value	Total qualification time	Structure
ILM Level 5 NVQ Diploma in Management QAN: 601/3254/1	53 credits	530 hours	<ul style="list-style-type: none"> ● Two hours induction ● At least 11 hours tutorial support ● 4 mandatory units from Group 1 (22 credits) ● Minimum of 23 credits from Group 2 ● Maximum of 8 credits from Group 3 ● A minimum of 30 credits at Level 5 or above.

*Refer to table below for unit details

Rules of combination

- 4 mandatory units from Group 1 (22 credits)
- Minimum of 23 credits from Group 2
- Maximum of 8 credits from Group 3
- Minimum of 30 credits at Level 5 or above.

Overview of units

Group 1

Reference	Unit title	Level	CV*	GLH**
8623-500	Contribute to the Development of a Strategic Plan	5	5	31
8623-501	Design Business Processes	5	5	23
8623-502	Manage Strategic Change	5	7	25
8623-400	Provide Leadership and Management	4	5	28

*Credit value **Guided learning hours

Group 2

Reference	Unit title	Level	CV*	GLH**
8623-503	Establish Business Risk Management Processes	5	5	29
8623-504	Promote Equality of Opportunity, Diversity and Inclusion	5	5	26
8623-505	Develop and Manage Collaborative Relationships with Other Organisations	5	5	28
8623-506	Optimise the Use of Technology	5	6	29
8623-507	Manage Product and/or Service Development	5	5	23
8623-508	Manage Strategic Marketing Activities	5	7	28
8623-403	Develop and Maintain Professional Networks	4	3	15
8623-401	Develop and Implement an Operational Plan	4	5	24
8623-404	Encourage Learning and Development	4	3	16
8623-406	Discipline and Grievance Management	4	3	26
8623-402	Develop Working Relationships with Stakeholders	4	4	20
8623-407	Manage a Tendering Process	4	4	21
8623-408	Manage Physical Resources	4	4	26
8623-409	Manage the Impact of Work Activities on the Environment	4	4	30
8623-410	Prepare For and Support Quality Audits	4	3	17
8623-411	Conduct Quality Audits	4	3	21
8623-412	Manage a Budget	4	4	26
8623-413	Manage a Project	4	7	38
8623-414	Manage Business Risk	4	6	27
8623-415	Manage Knowledge in an Organisation	4	5	34
8623-416	Recruitment, Selection and Induction Practice	4	6	33
8623-417	Manage Redundancy and Redeployment	4	6	39

Group 2 continued

Reference	Unit title	Level	CV*	GLH**
8623-708	Lead the Development of a Knowledge Management Strategy	7	7	33
8623-709	Lead the Development of a Quality Strategy	7	4	20
8623-710	Lead the Development of a Continuous Improvement Strategy	7	5	28

*Credit value **Guided learning hours

Group 3

Reference	Unit title	Level	CV*	GLH**
8623-418	Manage Health and Safety in Own Area of Responsibility	4	5	15
8623-419	Contribute to the Design and Development of an Information System	4	5	23
8623-420	Manage Information Systems	4	6	30
8623-421	Manage Events	4	6	49
8623-422	Manage Customer Service Operations	4	7	23
8623-423	Review the Quality of Customer Service	4	4	20
8623-424	Developing Sales Proposals	4	5	30
8623-425	Prioritising Information for Sales Planning	4	3	20

*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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All ILM qualifications are awarded by the City and Guilds of London Institute, which was founded in 1878 and is incorporated by Royal Charter.

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.