ILM SCQF Level 5
Qualifications in Effective Team Member Skills

Who are these qualifications for?
The Award or Certificate in Effective Team Member Skills is ideal for individuals who have just joined a new organisation or team. They are also suitable for learners going for promotion to team leader – helping to prove the skills and knowledge necessary for the challenge.

Benefits for individuals
● A solid understanding of teamwork and what makes a good team
● Tools to analyse and improve your own performance
● Know how to resolve conflict in your team
● Communicate clearly and confidently; understand and resolve barriers to communication.

Benefits for employers
● Capable, well-equipped teams who work well together
● Effective communication, inside and outside the team
● Improved personal accountability and motivation.

The Award looks at team roles, what makes a team work well, and how to build relationships and deal with conflict in the team. The learner also identifies their own strengths and weaknesses to help them perform better in their role.

In the Certificate, the additional unit includes tools to help learners manage their time, and techniques to find and implement solutions to problems facing their team. Practical knowledge about health and safety and other basic legal requirements are covered in this longer qualification.

Progression
Successful learners will be able to progress to a number of qualifications including the ILM SCQF Level 6 Qualifications in Leadership and Management.
Qualification overview

<table>
<thead>
<tr>
<th>Qualification title</th>
<th>Credit value</th>
<th>Total qualification time</th>
<th>Structure</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCQF Level 5 Award in Effective Team Member Skills</td>
<td>3 credits</td>
<td>30 hours</td>
<td>• One hour induction</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• At least two hours tutorial support</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• One mandatory unit*</td>
</tr>
<tr>
<td>SCQF Level 5 Certificate in Effective Team Member Skills</td>
<td>13 credits</td>
<td>130 hours</td>
<td>• One hour induction</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• At least two hours tutorial support</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Two mandatory units*</td>
</tr>
</tbody>
</table>

*Refer to table below for unit details

Rules of combination

Award
• One mandatory unit (total credit value of 3)

Certificate
• Two mandatory units (total credit value of 13)

Overview of units

<table>
<thead>
<tr>
<th>Reference</th>
<th>Unit title</th>
<th>Level</th>
<th>CV*</th>
<th>GLH**</th>
<th>Mandatory***</th>
</tr>
</thead>
<tbody>
<tr>
<td>8813-527</td>
<td>Developing Effective Team Member Skills</td>
<td>5</td>
<td>10</td>
<td>36</td>
<td>C</td>
</tr>
<tr>
<td>8813-530</td>
<td>Developing Yourself as an Effective Team Member</td>
<td>5</td>
<td>3</td>
<td>9</td>
<td>A C</td>
</tr>
</tbody>
</table>

*Credit value **Guided learning hours ***A=Award C=Certificate

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.

T 01543 266867
E customer@i-l-m.com

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.

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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.