

VCFSE Management and Leadership Skills Development Programme

In partnership with Worknest HR Solutions, and with support from the Shared Prosperity Fund, we have an exciting course on offer:

ILM Level 3 Award in Leadership & Management

Who is it for?

This course is aimed at employees working in a Somerset VCFSE organisation who are managing paid staff (as well as volunteers) and wish to gain a formal qualification. The course is suitable for:

- * Those who are just starting out in a management or leadership role
- * Those with management responsibilities but no formal qualification
- * Those in a management role who are keen to refresh and sharpen their skills

Organisational commitment:

Your employee will be released to attend all three training days (Wednesday 5 June, Tuesday 2 July & Thursday 5 September). Your employee will complete the three marked assignments.

Learner commitment:

Attend each of the three online training days, and complete the three assignments within the agreed timescale.

Module 1: Understand how to establish an effective team

- * How to develop and maintain effective working relationships
- * Understand how to build an effective team

Module 2: Understanding how to motivate and improve performance

- * Understand the factors that influence motivations
- * Understand how theories of motivation can be used to improve performance

Module 3: Understanding the communication process in the workplace

- * Understand the nature and importance of the communication process
- * Understand methods of communication
- * Be able to assess your own effectiveness in communication

Assessment:

Three marked assignments of 2,500 words (one per module). These will be either reflective reviews or work-based assignments, and will be submitted online to the tutor.

Costs and subsidies:

Organisation income	Subsidy	Cost per learner* (to be paid by organisation)
Less than £200K	90%	£95
£200K-500K	85%	£143
£500K-£750K	75%	£239
Over £750K	65%	£334

*Cost per learner without subsidy is £954 (inc. VAT)

For further information about this course, please email support@sparksomerset.org.uk.
To register your interest, please complete our [Office Form here](#).

Training provided by:



With thanks to:

