

Team Leading NVQ - Level 2

ILM (Institute of Leadership & Management)



More and more employers throughout the UK are using practical, work-related knowledge and skills as a measure of how valuable their people are now and for the future. NVQs are qualifications that assess and recognise participant's current abilities to perform their role to national standards. They are made up of a number of units - some mandatory and some optional. See below for a full list. Call Fast Forward on 01793 755520 or email info@fastforwardonline.net to find out more.

The ILM Team Leading NVQ is a competence-based programme for team leaders and coordinators who are primarily concerned with motivating their team members and achieving agreed outputs, with some limited authority for deploying resources. This award:

- develops and recognises key management skills
- improves confidence, performance and direction
- provides a motivating framework for progression and career growth
- is a quality stamp

These programmes consist of a minimum of 10 hours of assessment in the workplace depending on the level of qualification chosen. In order to check which level is most appropriate, we offer a free initial discussion with an Internal Verifier, who will measure the levels of responsibility and skills against the standards.

Once the appropriate level is agreed, assessment can commence. We would be pleased to design an assessment schedule that allows participants to achieve their qualification at a pace to suit them. We also like to make the NVQ as tailored as possible and we can vary it to the individual's situation and needs. Participants may be assessed totally in the workplace, supported by their assessor and relevant materials, or they may also attend specific workshops to support them where they have less knowledge or experience. These options will be discussed at the initial meeting with our NVQ specialist.

Duration: 3 - 12 months depending on the individual and the level chosen.

Delivery: The Team Leading NVQ can be started at any time.

Please call us for more details.



This NVQ at Level 2 is eligible for funding under the Government's 'Train to Gain' initiative. Call us for more details!

Units

To gain the full NVQ all four mandatory units plus two optional units must be achieved.

Mandatory Units	
Unit A1	Manage your own resources
Unit B5	Provide leadership for your team
Unit D1	Develop productive working relationships with colleagues
Unit E5	Ensure your own actions reduce risk to health and safety

Optional Units	
Unit C1	Encourage innovation in your team
Unit D5	Allocate and check work in your team
Unit D7	Provide learning opportunities for your colleagues
Unit F5	Resolve Customer Service problems
Unit F7	Support Customer Service problems