

Workplace Qualifications



ILM LEVEL 2 NVQ CERTIFICATE IN TEAM LEADING



The ILM Level 2 NVQ Certificate in Team Leading has been specifically designed for team leaders (with some authority for managing resources) who are looking to motivate their team members as well as achieve agreed outputs.

The qualification aims to give participants an opportunity to develop the core competences needed by today's team leaders. Participants take three mandatory units (which look at managing personal development, working relationships with colleagues and communicating information and knowledge) plus two optional units. The wide choice of optional units gives a high level of flexibility, allowing the qualification to be tailored to meet the varying needs of participants and employers across all employment sectors.

Entry Requirements?

There are no formal educational requirements but participants will undertake an initial assessment to determine the appropriate NVQ level and to select their optional units. Participants should normally be employed in a team leading role; those who are not currently in employment may be able to join the qualification if they are able to gather evidence of recent team leading experience in a paid or voluntary capacity.

Duration?

An ILM Level 2 NVQ Certificate must be completed within three years of the start date, however most participants take between six months and one year.

Assessment?

Assessment of all Team Leading NVQ's is through submission of evidence, normally a portfolio and/or professional discussion, to demonstrate that the requirements are met at the relevant standard.

Structure?

Three mandatory units:

Managing personal development, Develop working relationships with colleagues, Communicate information and knowledge.

Two optional units:

Set objectives and provide support for team members, Plan allocate and monitor work of a team, Participate in meetings, Manage or support equality of opportunity, diversity and inclusion in own area of responsibility, Support team members to identify, develop and implement new ideas, Manage conflict in a team, Lead and manage meetings, Make effective decisions, Manage knowledge in own area of responsibility, Procure supplies, Manage customer service in own are of responsibility.