

What else do we do?

Management Training

Developing leadership skills for managers

IT Services and Training

Developing IT skills for the modern day office. We can recommend, manage and maintain your IT requirements including web design

Health and Safety Training

Stay safe with first aid training, and be savvy, legal and risk minimised

Sales Training

Developing skills, maximising profit

Bespoke Training

Training to suit your individual or company requirements

Short Courses

Quarterly programme of one day courses for business

For more information and booking details, or to arrange a free consultation contact:

Karen Brasier on 07905 598165



Cabot Training

www.cabottraining.org
07905 598165

karen.brasier@cabottraining.org

Cabot Training Ltd. Park House Business Centre,
12 High Street, Thornbury, Bristol. BS35 2AQ
Registered in England No 6145608

Institute of Leadership and Management Qualifications

Level 3 and 5

Solving problems and achieving
management objectives in the work place

*Enthusiastic delivery
Enthusiastic learning*



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Approved
Centre

What is ILM?

The Institute of Leadership & Management (ILM) is the UK's largest management body, combining industry leading qualifications and specialist member services.

ILM is founded on the principle that skilled managers and leaders hold the key to creating productive workforces that deliver organisational and economic success.

Through approved centres such as Cabot Training, ILM offers a broad range of leadership and management qualifications in a uniquely flexible format designed to adapt to different employers' learning and development needs.

ILM training courses can be tailored to the needs of individual organisations and their managers, ensuring a motivated workforce and achieve organisational goals.

Venues to suit...



Park House Business Centre in Thornbury, near Bristol. One of Cabot Training's venues.



We can run these training programmes in house, or at one of our training locations - Park House Business Centre in Thornbury, or at Elliot Training in Almondsbury, Bristol.*

* Locations may be subject to venue hire. Please ask for details.



For more information email or visit
karen.braiser@cabottraining.org
www.cabottraining.org



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07905 598165

Award in Management ILM Level 3

Participants on this management qualification will work through the skills needed to manage their teams effectively though the recession, ensure a motivated workforce and achieve organisational goals.

This internationally recognised qualification run over 5 days of your choice will provide an introduction to the basic skills, knowledge and understanding required by today's **first line manager**.

The mandatory unit Solving Problems and Making Decisions is designed to develop practical techniques for tackling managerial problems and making decisions from gathering and interpreting information through to the effective communication of outcomes.

Structure

Credit Value: Minimum 5 credits

Duration: Minimum 34 guided learning hours
Run over 5 days of your choice

Tutorial Support: At least 2 hours

Structure:

- One mandatory unit with a credit value of 2
- Optional units with a minimum total credit of 3

Assessment: Mandatory unit work-based assignment

£ **from only £90**
per person per day (+VAT)

ILM Level 3 for 8-10 people is £4500 for a 5 day programme, plus induction and tutorials, and includes registration.

ILM Level 5

By investing in this management development qualification, organisations can ensure their leaders are confident in ability and can lead employees through challenges. Developing effective leaders through management development is the single most cost-effective investment an organisation can make to enhance the performance and efficiency of its staff.

This qualification designed to develop basic middle management skills and knowledge examines organisational structure and function, the roles and responsibilities of **middle managers** and the effect of communication and interpersonal skills on managerial performance.

Structure

Credit Value: Minimum 10 credits

Duration: Minimum 45 guided learning hours
Run over 6 days of your choice

Tutorial Support: At least 2 hours

Structure:

- One mandatory unit with a credit value of 4
- Optional units with a minimum total credit of 6 (all optional units must be at level 5)

Assessment: Mandatory unit work-based assignment

£ **from only £100**
per person per day (+VAT)

ILM Level 5 for 8-10 people is £6000 for a 6 day programme, plus induction and tutorials, and includes registration.

**ALL COURSE CONTENT
PROVIDES EVIDENCE FOR
NVQ LEVELS 3 AND 5 IN
MANAGEMENT**