

# Geared for Success

## Enhancing Skills

### ILM Level 4 Certificate



#### Introduction

Are your managers punching above their weight? You need managers well equipped to manage and lead their teams to deliver successful results. Middle managers may be experienced in handling day-to-day issues, but may still lack the leadership capabilities necessary to achieve results?

You need managers with *'a strong, purposeful approach, the ability to develop innovative and effective solutions to problems, and a positive outlook... with good people management and communication skills, who can control costs and budgets, and who are able to build effective client relationships'*

(Institute of Leadership & Management, 2009)

Amacus have developed this programme to provide your current or aspiring supervisors and middle managers with these essential skills, knowledge and characteristics

#### Business & Personal Benefits

- Development of those personal skills, knowledge and characteristics identified by you as barriers to business growth

- Effectively adapt and lead innovation and change
- Increased confidence and effectiveness in their role
- Achievement of a nationally recognised Level 4 qualification from the Institute of Leadership & Management

#### Programme Overview

Delivered in a practical and interactive style, the course consists of the following 5 workshops spread across 6 days, delivered over a 4-6 month period:

- 1 & 2 Management Skills to Evaluate Own Performance
- 3 Management Communication
- 4 Developing & Managing Others
- 5 Delegating Authority
- 6 Solving Problems by Making Effective Decisions

A range of post-workshop assessments are provided to embed learning with Amacus dedicating additional tutor support through face-to-face, telephone and email interaction.

#### Target Audience

Current or aspiring middle managers

#### Location

Either on your work premises or at our top-class training facilities in Tyne & Wear.



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