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MINDGAP ACCREDITED TRAINING



ILM Accredited Qualifications are delivered through our friends at Space2 Think (<https://space2think.org>), who run an approved ILM Centre

ILM 3 Award 8600. More ILM information here	
Course content	
Day One	Course Introduction and Induction Leadership and management styles and differences* How to build an effective team
Day Two	Communication styles and effectiveness Speaking one to one, team briefing and presentation skills
Day Three	Conflict Management and Handling Difficult People
Day Four	Motivation & delegate presentations **
	Includes 3 mini work based assignments & one to one tutorials

ILM 4 Certificate 8605. More ILM information here	
Course content	
Day One	Course induction & Becoming an effective leader *
Day Two	Motivating people in the workplace *
Day Three	Understanding training and coaching in the workplace
Day Four	Managing and implementing change in the workplace *
Day Five	Making professional presentations in the workplace Individual tutorials
Day Six	Understanding stress management in the workplace & delegate presentations **
	Includes 3 work based assignments & one to one tutorials

ILM 5 Certificate 8607. More ILM information here	
Course content	
Day One	Course induction & Becoming an effective leader *
Day Two	Coaching and Mentoring*
Day Three	Understanding Organisational Culture and Ethics*
Day Four	Problem Solving & Preparation for Presentations
Day Five	Managing Equality and Diversity & delegate presentations **
	Includes 3 work based assignments & one to one tutorials

- Denotes assignments **Denotes final presentations

If you are not sure what level of qualification is right for you, please talk to us or see [here](#)

ILM QUALIFICATIONS EXPLAINED

What do the ILM qualification levels mean?

ILM qualifications start at Level 2 (which HWGTA do NOT deliver) and go up to Level 7 (suited to senior managers, such as a CEO). Each level can be achieved at Award, Certificate or Diploma status depending on the amount of credits gained at that level.

Qualification levels are set by the regulatory frameworks. They broadly equate to levels of management position. They also indicate a qualification's level of complexity.

ILM offers qualifications from Level 2, ideal for new or aspiring team leaders, to Level 7, suited to CEO-level senior management. As you go up the levels, the qualifications demand more complex, comprehensive skills and knowledge.

Educational qualifications versus vocational qualifications

Most of ILM's qualifications are vocational. We deliver the skills, knowledge and experience you need to do a job in the real world.

The level you reached in your academic career might be above or below the right level of vocational qualification for you. You might have an economics degree, but if you are new to managing a project or leading a team, then you will need a lower level vocational qualification. You might have left school after your GCSEs (or equivalents) and yet because of your level of real-world management experience be ready to take an ILM qualification at Level 3 or above.

Qualification levels compared to other qualifications

This table will give you a rough idea of how the qualifications we offer compare to other qualifications.

Qualification level	Roughly equates to
2	<ul style="list-style-type: none">GCSE grades A*-CNVQs at level 2BTEC at Level 2
3	<ul style="list-style-type: none">A-LevelsGCE in applied subjectsInternational BaccalaureateNVQs at Level 3BTEC at Level 3
4	<ul style="list-style-type: none">The first year of an under-graduate degreeCertificate of Higher EducationHNCsBTEC Professional Diplomas Certificates and AwardsNVQs at level 4
5	<ul style="list-style-type: none">The second year of an under-graduate degreeDiploma of Higher EducationHNDsBTEC Professional Diplomas, Certificates and Awards
6	<ul style="list-style-type: none">The third year of an under-graduate degreeBTEC Advanced Professional Diplomas, Certificates and Awards
7	<ul style="list-style-type: none">Post-graduate certificates, diplomas and Masters degreesBTEC Advanced Professional Diplomas, Certificates and Awards

Qualification levels and management experience

ILM's qualifications are designed to reflect the different needs of managers at different levels. As you work towards new responsibilities, and climb the career ladder, you will find the right qualification to consolidate your experience and give you the skills, knowledge and confidence you need to perform effectively and really make a difference in your role.

The table below gives a brief overview of how qualification levels are matched to management levels.

Qualification level	Management level (practising or aspiring to practise at this level)	Example qualification
2	<ul style="list-style-type: none">• Team leader• Team supervisor	Level 2 Certificate in Team Leading Level 2 Award and Certificate in Leadership and Team Skills
3	<ul style="list-style-type: none">• Junior manager• First-line manager• Supervisor	Level 3 Award, Certificate, and Diploma in Leadership and Management Level 3 Certificate in Coaching and Mentoring
4/5	<ul style="list-style-type: none">• Middle manager	Level 4/5 Award Certificate and Diploma in Leadership and Management Level 5 Certificate and Diploma in Coaching and Mentoring
6/7	<ul style="list-style-type: none">• Senior manager• Director of smaller organisations	Level 6 Award in Management
7	<ul style="list-style-type: none">• Senior leader• CEO• Director of large divisions	Level 7 Award, Certificate and Diploma in Executive Management

For further information on ILM courses, please contact mail@mind-gap.co.uk

Passionate about unlocking potential in people, teams, business & communities.