

Level  
**5**



## BII Leadership and Management Programme leading to ILM Level 5 Certificate in Leadership and Management Skills

The British Institute of Innkeeping (BII) in partnership with ibp academy has developed a brand new concept in accredited learning, leading to the award of the Institute of Leadership and Management Level 5 Certificate in Leadership and Management Skills. This innovative programme has been designed for aspiring managers in the licensed retail trade who wish to develop their leadership skills and acquire a national qualification but who don't wish to leave their busy workplace. Learning is done online with distance support and is totally flexible. The programme is practical in its approach and is based around delivery of a business enhancement project. In this way, students develop the skills needed to make their businesses more profitable and themselves more effective. It is split into modules, each incorporating a blend of online learning, videos, readings and practical workbased learning activities. Candidates enrolling on the course will also receive BII professional certification and membership.

### The Programme

The programme is split into modules, each building on the last. Participants start by concentrating on the leadership needed to make a real difference. They look at the roles they play in leading their businesses and assess their own abilities and the skills needed to lead their teams and the individuals within them. They then concentrate on the teams and the individuals they lead, before focusing on their business development projects. Students submit reflective diaries, from which they receive regular feedback, and these also form the basis of their assessment. Finally, at the end of the programme, they look at evaluating the results they have achieved, for themselves and their businesses.

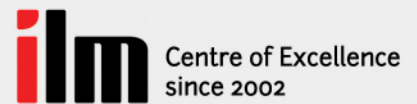
### Progression routes

This is the latest in the series of development programmes developed by British Institute of Innkeepers, supporting the progression of professionals within industry from the start of their careers to senior management within multi-million pound businesses. This programme provides the final stepping stone for learners to progress into the third year of the BA Business and Enterprise, through Edinburgh Napier University. This enables them to gain a degree via an alternative workbased learning route, with participants using their experiences as the central focus of their learning.

## Programme Overview/Structure

<b>Qualification</b>	<b>ILM Level 5 Certificate in Leadership and Management Skills</b>
<b>Credit Value</b>	21 Credits
<b>Duration</b>	6-12 months
<b>Attendance Method</b>	Online delivery with tutor support
<b>Structure</b>	<p>Induction Five modules:</p> <ul style="list-style-type: none"> <li>• Understanding the leadership role for managers</li> <li>• Assessing own leadership capability and performance</li> <li>• Leading teams &amp; managing individual development</li> <li>• Managing and leading activities and projects</li> <li>• Evaluating personal and Project Outcomes</li> </ul> <p>Tutorial and Learner Management Support.</p>
<b>Assessment</b>	Reflective review
<b>Costing</b>	£1950 (inc. VAT)
<b>Entry Requirements</b>	There are no formal entry requirements but participants will normally be either practising or aspiring retail licensed trade managers with the opportunity to meet the assessment demands and have a background that will enable them to benefit from the programme.

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### **Further Information**

#### **Application**

For information on any aspect of the programme or to make an application, contact **0845 890 2549** or email [info@ibpacademy.com](mailto:info@ibpacademy.com)

#### **Contact Details**

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5 Gallowgate Lane  
Largs  
KA30 8BE

[www.ibpacademy.com](http://www.ibpacademy.com)

tel: **0845 890 2549**

#### **What benefits might I expect from the programme?**

For you:

- Increased leadership and management skills that you can take with you into both your current situation and into new ones
- The ability to reflect on what you do and improve it
- The ability to deliver more effective results

For your organisation:

- A more effective leader and manager
- Tangible results from the activities and projects you deliver, both during and following on from the programme
- More capacity to deliver its core activities

For stakeholders:

- Achievement of their aims
- Progression towards their visions

#### **Professional recognition**

The programme is a new partnership between the British Institute of Innkeepers, ibp academy and the Institute of Leadership and Management. Participants will become members of the British Institute of Innkeepers and trial members of the Institute of Leadership and Management. By successfully completing the programme, they will gain the ILM Level 5 Certificate in Leadership and Management Skills and professional certification from BII.

#### **Funding support**

Funding support may be available, dependent upon:-

- your location
- the size of your employers' business
- your income (if you are self-funding)

For further advice, please contact one of our advisers on **0845 890 2549** or [info@ibpacademy.com](mailto:info@ibpacademy.com)