

### Course Overview

The *Advancing your Leadership Skills* course is highly-interactive and provides excellent coverage of the knowledge, skills and techniques for success as a leader. In challenging times where organisations continue to support the professional development of staff with reduced training budgets, this course provides a cost effective, accredited and high quality training initiative for groups of staff. It is possible for individual local authorities or departments, colleges, schools, training providers or collaborations to have a bespoke programme designed specifically for their own staff. HDC can support you with establishing a group of staff from other similar organisations.



The six-day programme will equip participants with the skills and confidence to progress and participants will also have the opportunity to achieve the Institute of Leadership and Management (ILM) Level 5 Certificate in Leadership qualification. The qualification is designed to help individuals have a better understanding of themselves as leaders, and develop the skills to plan and develop their own leadership performance. Learners must attain a total of 21 credits to achieve the certificate and the qualification is structured into 2 mandatory units:

- Assessing Your Own Leadership Capability and Performance and
- Improving Own Leadership Performance Through Action Learning.

### Participant profile

With the success of education providers and local authority departments being very much dependent on the quality, responsiveness and skills of middle managers this leadership programme has been developed for and specifically targets aspiring leaders and managers in these sectors.

It is designed for those who are seeking to develop their leadership skills, get better results from their teams and prepare themselves to take on more responsibility. The qualifications are designed to help individuals have a better understanding of themselves as leaders, and develop the skills to plan and develop their own leadership performance.

## Approach

The programme addresses participant experiences which inform and direct the programme content. Participants are empowered to take responsibility for their own leadership development. Guest speakers and sector specialists are invited to support participant learning.

Delivery is through use of HDC's VLE platform, a mix of blended e-learning, facilitator-led sessions and peer support using action learning set approaches. If you wish to gain a certificated qualification you will have to complete the required assignments attached to the relevant modules.

## Programme Coverage

### Leadership and self-management

Psychometric testing, self and continuing professional development techniques and strategies.

### Leading others

Developing and leading teams, leading equality and diversity, finance for middle managers, performance management.

### Leading in my organisation and sector

Understanding your sector issues, exploring how policy impacts on leadership and leading within your sector.

## Benefits

### For individuals

- An assessment of skills and attributes to support a personal development and action plan
- An understanding of self and others leadership and management approaches
- An increased understanding of leading on equality and diversity
- An increased understanding of their sector, drivers and policies
- Solid techniques for planning and implementing complex pieces of work
- Increased confidence, enhanced leadership skills and preparation for promotion
- Raised profile and the opportunity to achieve a Level 5 ILM Certificate in Leadership

### For the organisation

- Empowered, enthused, and upskilled managers with the self-awareness to lead and the practical skills to deliver results in your organisation
- An increased pool of professionals from which future leaders can be drawn
- Short, concise qualification focused on workplace-based activity
- The opportunity to have a bespoke programme designed to address specific organisational or departmental issues and challenges

## DURATION

There are two modes of delivery;

- Six days, delivered in three blocks each of two consecutive days
- Six days in-house training which is tailored to your organisations needs

## DATES

September start dates to be confirmed

For more details, contact [info@hdconsultants.org.uk](mailto:info@hdconsultants.org.uk) or 07834 322158

## WHERE WE DELIVER OUR TRAINING

**HDC Training Centre**  
Island Arts Studio  
278 Milkwood Rd, SE24 0EZ

Alternatively, we can help you to select another venue of your choice

## FEE

£850.00 (exc ILM Fees)  
(minimum of 10 participants)

### In-house/consortiums:

If several people in your organisation have the same interest in this programme, it is likely to be the most cost effective training option.

Please contact Helen Deane to discuss  
t 020 8693 0520  
m 07834 322158  
e [info@hdconsultants.org.uk](mailto:info@hdconsultants.org.uk)  
[www.hdctraining.btck.co.uk/](http://www.hdctraining.btck.co.uk/)



