First Line Management Programme 2018-2019

Who is this programme for?
If you are a first line manager responsible for supervising staff and spend significant time on management activities such as planning and organising the work of others, this programme aims to develop your management skills and practice.

Programme structure:

Launch Event (Thursday, 1st November 18, 09:30-10:30)
A one hour, introductory session provides you with an overview of the programme and an opportunity to explore and discuss the role of the first line manager.

ILM Induction Event (Thursday, 1st November 18 as above, 10:30-11:30)
A one hour session covers the additional requirements for the ILM Award including attending tutorial support sessions and undertaking ILM set knowledge assessments in some topic areas.

Courses:

Leading and Motivating a Team Effectively (Thursday, 15th November 18, 09:30-16:30)
This course will help participants to understand the need for teams to have a sense of vision and purpose that reflects the organisation’s, and the role that effective communication, motivation and individual and team development play in enabling this to happen.

Understanding Performance Management (Thursday, 17th January 19, 09:30-16:30, including ILM tutorial 09.00–09.30)
This course will help participants develop knowledge and understanding of the value of performance management techniques and how to apply them fairly.

Planning and Allocating Work (Tuesday, 19th February 19, 09:30-16:30)
This course will help line managers to develop knowledge and understanding of how work is planned and allocated effectively in the workplace.

Planning Change in the Workplace (Wednesday, 20th March 19, 09:30-16:30 including ILM tutorial, if applicable, 09:00-09:30)
This course is for line managers to develop skills to be able to plan change in an organisation. The course will look at the forces for change in an organisation and equip managers with the knowledge to identify and plan change in an organisation.

Action Learning Sets (Wednesday, 6th February 19, & Tuesday, 16th April 19, 09:30-13:00)
Action learning is an organisational development tool to promote your learning from the programme. It helps to build new competences, find alternative solutions to challenges and allows you to test out new ways of thinking with your peers.