



INSTITUTE OF LEADERSHIP AND MANAGEMENT

Professional Development for Teachers and Support Staff



About the ILM

The Institute of Leadership and Management offers industry recognised and trusted courses in leadership development through high quality, independent and interactive learning.

Covering professional development; employee engagement; impact; corporate responsibility and customer engagement, ILM learning and development qualifications are recognised to help develop confidence; overcome challenges and increase career potential. The value of completing ILM courses has been proven with blue chip employers such as Barclays; BT and universities such as Durham and Greenwich adding Institute Approved to their learning programmes.

The Arete Partnership (including Gordon's School and Woking High School) is an approved centre of the ILM, offering courses to all staff (teaching and non-teaching). Guided learning hours are built into a number of unit specific workshops (related to each ILM Award) and a tutor will be assigned to each member of staff, should they need any further guidance and support.

Testimonials

"As Head of Department ILM L5 was a great opportunity to look at a whole school issue in detail, analyse some of the factors around that issue and come to some conclusions. It's a chance to step back from the day-to-day and think about wider school issues in a leadership context." Simon (Head of German)

"I really enjoyed the ILM L3 Award as it was a useful introduction into the role of being a middle leader. I have been able to apply many of the skills I developed – dealing with colleagues in meetings, planning and delivering agendas, managing conflict etc. I can see how the transferable skills help staff from all aspects of the education system. I am really pleased I've done it and I am about to start my ILM L5." Luran (Teacher of English)



Institute of Leadership
and Management

Level 3 Award for
Aspiring Middle Leaders



Institute of Leadership and Management Level 3 Award

This qualification is ideal for those staff who have management responsibilities but no formal training and are serious about developing their leadership abilities. It is particularly suited to potential leaders seeking to move up to the next level of management and managers who need to lead people through organisational or curriculum change, budget cuts or other pressures.

Key elements of the Programme:

Colleagues will undertake two taught units of work which each carry an independent assignment task:

- Understanding how to Lead Effective Meetings
- Understanding Performance Management

Colleagues will also undertake an independent project, which is linked to an area of need as outlined on the home School Development Plan and agreed by a senior member of staff.

Format:

The course will involve presentations, group discussions and case studies. You will be supported during the course by an assigned course tutor. The course assignments and project are designed to help you focus on the key aspects of the role of a middle leader.

Course Outcomes:

- *Gain a range of key management skills*
- *Put new skills into practice in their own role*
- *Build leadership capabilities*
- *Motivate and engage teams, manage relationships confidently*
- *Develop your leadership skills using your own knowledge, values and motivations.*

Who:

- Teachers
- Support staff
- Admin
- Associate staff
- Teaching assistants



Arete
Partnership

Institute of Leadership and Management Level 3 Award

**ILM Awards Evening
and Launch Event**
Autumn

ILM Level 3 Unit 1:
Spring

ILM Level 3 Unit 2:
Summer

Guided Learning Hours:
40 Hours

Course duration:
12 months

For more information
please email :
info@areteilm.org

VENUE:

Woking High School
Morton Road,
Horsell,
Woking
GU21 4TJ

COST:
£200

CERTIFICATION:

Colleagues will achieve a Level 3 Award in Leadership and Management from the Institute of Leadership and Management

TESTIMONIALS:

"It's a chance to get together with like-minded colleagues and share some ideas and reflect on one's own practice."

"A really interesting course and useful for my leadership and management abilities."

"The training has provided a great opportunity to consider leadership and collaborate with colleagues from the Arete Partnership."



Institute of Leadership
and Management

Level 5 Award for
Middle Leaders



Institute of Leadership and Management Level 5 Award

Key elements of the Programme:

Colleagues undertake two taught units of work which each carry an independent assignment task:

- Managing Improvement
- Managing Stress and Conflict

Format:

The course involves presentations, group discussions and case studies. You will be supported during the course by an assigned course tutor. The course assignments are designed to help you focus on the key aspects of the role of a senior leader.

ILM qualifications are based on a blended learning model:

Taught components (within ILM courses)
Self-study components (within ILM courses)
Experiential learning (undertaking substantive projects)

Course Outcomes:

- *A developed understanding of the competencies necessary for success at senior leader level.*
- *An opportunity to analyse and evidence these key competencies.*
- *Completion of action research, which is linked to the host School Development Plan and evidences impact.*

Course Applications:

For further details about the ILM level 5 programme and application process, please email Anna Hutchings at: info@areteilm.org.

Who:

- Middle leaders
- Supervisors
- Teaching staff
- Non-teaching staff

Institute of Leadership and Management Level 5 Award

**ILM Award Evening
and Launch Event:**
Autumn

ILM Level 5 Unit 1:
Autumn

ILM Level 5 Unit 2:
Spring

**All ILM Units
completed:** July

Guided Learning Hours:
60 Hours

Course duration:
18 months

For more information
please email
info@areteilm.org

VENUE:

Gordon's School, West End, Woking, Surrey, GU24 9PT

COST:
£250

AUDIENCE:

Teachers who are not yet senior leaders but would like to be or wish to develop their senior leadership skills.

CERTIFICATION:

Colleagues will achieve a Level 5 Award in Leadership and Management from the Institute of Leadership and Management

TESTIMONIALS:

"It's a chance to get together with like-minded colleagues and share some ideas and reflect on one's own practice."

"A really interesting course and useful for my leadership and management abilities."

"The content covered has made me evaluate how I manage stress and lead improvements in my role."

"The training has provided a great opportunity to consider leadership at senior level and collaborate with colleagues from the Arete Partnership."

Total Qualification Time: 60 Hours