

# ACCREDITATION FACTSHEET

Army JNCO CLM



## » QUALIFICATIONS SUMMARY

When reading a qualification factsheet please always check the dates of course completion to obtain the correct qualification detail.

The JNCO CLM course has also been accredited by CMI to the **CMI Level 2 Diploma in Team Leading** with a Total Qualification Time of 430 hours & the **Level 3 Diploma in First Line Management** with a Total Qualification Time of 680 hours.

These qualifications are for the development of the role and skill of managers. These qualifications aim to develop personal management capabilities, make effective use of information in decision-making, operations and the development of the skills in managing people. **You may be eligible for Army Skills Offer funding for this qualification.**

Level 2 qualifications are designed for team leaders, to support the development of their skills in leading a team, making sure that the team's work achieves organisational objectives, and contributing to planning, problem solving and decision making. CMI qualifications at RQF Level 2 portray practical team leading skills and competences that are rated in academic terms as being comparable to GCSEs at A\*-C grade

CMI qualifications at Level 3 are developed for junior managers, supervisors and first line managers who have operational responsibility for a defined area of activity and who wish to build on and develop their existing management skills and knowledge. This qualification gives junior managers the communication and motivational skills to help improve operational efficiency and portray practical skills and competences that are rated in academic terms as being comparable to General Certificate in Education.

The course has also been accredited by CMI to the **CMI Level 4 Award in Management and Leadership** and, with additional work, you may obtain the **CMI Level 3 Award in Coaching and Mentoring**. **These qualifications do not currently attract Army Skills Offer funding but SLCs may be eligible.**

CMI qualifications at Level 4 are designed for practicing middle managers and those aspiring to senior management who want to develop their core management skills and portray practical management and leadership skills and competences that are comparable, in academic terms, to Higher National Certificates (HNC). These qualifications

## » QUALIFICATION OVERVIEW

Option 1: **No additional work required.** Please check course completion dates on CMI web pages to confirm entitlement.

By completing the JNCO course you have met the criteria to be accredited with the CMI Level 2 Diploma Team Leading. (See Table 1 below) You may be eligible for Army Skills Offer funding for this qualification.

Table 1 – Option 1 CMI Level 2 Diploma in Team Leading

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
2001V1	Personal development as a team leader	6	N/A
2002V1	Communicating with a team	5	N/A
2003V1	Monitoring performance	5	N/A
2004V1	Controlling resources	6	N/A
2005V1	Building work relationships	5	N/A
2006V1	Developing Team needs	6	N/A
2007V1	Providing Customer Service	5	N/A
2008V1	Being a team leader	5	N/A

Option 2: **No additional work required.** Please check course completion dates on CMI web pages to confirm entitlement.

By completing the JNCO course you have met the criteria to be accredited with the CMI Level 3 Diploma in First Line Management. (See Table 2 below) You may be eligible for Army Skills Offer funding for this qualification.

Table 2 – Option 1 CMI Level 3 Diploma in First Line Management

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
3001V1	Personal development as a first line manager	6	N/A
3002V1	Resource planning	6	N/A
3003V1	Meeting stakeholder needs	6	N/A
3004V1	Managing and communicating information	6	N/A
3005V1	Identifying development opportunities	6	N/A
3008V1	Improving team performance	7	N/A
3009V1	Management communication	6	N/A
3010V1	Being a leader	6	N/A
3017V1	Introduction to first line management	6	N/A
4003V1	Understanding organisational culture, values and behaviour	7	N/A

Option 2: **No additional work required.** Please check course completion dates on CMI web pages to confirm entitlement.

You can increase the size of the CMI Level 3 Diploma in First Line Management to 68 credits by completing one externally assessed assignment adding one unit: Recruitment and selection process. This may make SLC eligible.

Table 3 – Option 2 CMI Level 3 Diploma in First Line Management

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
3006V1	Recruitment and selection process	6	Complete External Assessment

Option 4: **No additional work required.** Please check course completion dates on CMI web pages to confirm entitlement.

You can add a CMI Level 3 Award in Coaching and Mentoring by completing one externally assessed assignment adding one unit: Principles, skills and impact of coaching and mentoring. This may make SLC eligible.

Table 4 – Option 3 CMI Level 3 Award in Management Coaching and Mentoring

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
3011V1	Principles, skills and impact of coaching and mentoring	7	Complete External Assessment

Option 5: **No additional work required.** Please check course completion dates on CMI web pages to confirm entitlement.

You can add a CMI Level 4 Award in Management and Leadership by taking this option. Note that by itself this option is not eligible for SLCs and in addition does not currently attract Army Skills Offer funding.

Table 5 – Option 4 CMI Level 4 Award in Management and Leadership

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
4003V1	Understanding organisational culture, values and behaviour	7	N/A

## » REGISTRATION & COSTS

Register using the registration forms on the CMI web, which you can download and either fax or post to the CMI (details on the form). Visit the web [www.managers.org.uk/mod](http://www.managers.org.uk/mod) and click on **CMI qualifications**. Please complete the registration forms in conjunction with this factsheet. Please provide evidence that you have successfully completed your training, and the remittance.



## CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

These qualifications can be built upon to add further units and so present an excellent opportunity for Continuing Professional Development. As they are accredited on to the national Regulated Qualification Framework (RQF) they are readily recognised by civilian organisations.

For further enquiries call CMI on **01536 207496** or e-mail to [qualifications@managers.org.uk](mailto:qualifications@managers.org.uk)

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