

ACCREDITATION FACTSHEET

Royal Air Force Airmen's Command Squadron

Advanced Management and Leadership Course (AMLC)



» QUALIFICATIONS SUMMARY

The Advanced Management and Leadership Course (AMLC) has been accredited by CMI at **CMI Level 4 Diploma in Management and Leadership** with Total Qualification Time of 600 hours.

Level 4 qualifications are designed for junior managers to develop personal management capabilities, and grow professional management skills including decision-making, managing team dynamics and delegation.

The course has also been accredited to the **CMI Level 5 Certificate in Management and Leadership**, which you can top up with additional work and which may therefore make SLCs eligible.

In addition, the course has also been accredited with the **CMI Level 5 Award in Coaching and Mentoring**.

CMI qualifications at RQF Level 5 portray practical skills and competences that are rated in academic terms as being comparable to Foundation Degrees and Higher National Diplomas (HND). These qualifications are for the development of the role and skills 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.

» QUALIFICATION OVERVIEW

Option 1: **No additional work required.** By completing the AMLC you have met the criteria to be accredited with the CMI Level 4 Diploma in Management and Leadership (see Table 1 below). This qualification gives you all the key skills and competencies you'll need to become the manager you want to be.

Table 1 – Option 1 CMI Level 4 Diploma in Management and Leadership

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
4001V1	Managerial styles and behaviours	6	N/A
4002V1	Managing stakeholders' expectations	7	N/A
4003V1	Understanding organisational culture, values and behaviour	7	N/A
4004V1	Understanding team dynamics	7	N/A
4006V1	Management and leadership influencing skills	7	N/A
4008V1	Promoting equality and diversity	7	N/A
5001V1	Personal development as a leader and manager	6	N/A
5012V1	Being a leader	7	N/A
5014V1	Introduction to management coaching and mentoring	6	N/A

Option 2: **No additional work required.** You can also opt to take the CMI Level 5 Certificate in Management and Leadership (see Table 2 below). This gives you a broader knowledge of middle management skills while focusing on the specific leadership areas appropriate to you and your workplace.

Table 2 – Option 2 CMI Level 5 Certificate in Management and Leadership

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
5001V1	Personal development as a leader and manager	6	N/A
5012V1	Being a leader	7	N/A

Option 3: **Additional work required.** You can top up your CMI Level 5 Certificate in Management and Leadership by completing an External Assignment (see Table 3 below).

Table 3 – Option 2 CMI Level 5 Certificate in Management and Leadership

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
5022V1	Organisational corporate social responsibility	7	Yes

Please complete the registration form in conjunction with this factsheet and send the remittance to obtain your completion pack. Please submit the EA as directed in the completion pack and, assuming a pass, then allow 10 weeks for certification.

Option 4: **No additional work required.** You can also opt to take the CMI Level 5 Award in Coaching and Mentoring (see Table 2 below). This will introduce you to the principles, skills and impact of management coaching and mentoring within your organisation.

Table 4 – Option 4 CMI Level 5 Award in Certificate in Coaching and Mentoring

UNIT CODE	UNIT TITLE	CREDITS	ADDITIONAL WORK
5014V1	Introduction to management coaching and mentoring	6	N/A

» REGISTRATION & COSTS

Registration. Register using the registration form 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/raf-quals and click on **CMI qualifications**. Please complete the registration form 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