

CMI SCQF LEVEL 6 IN FIRST LINE MANAGEMENT

QUALIFICATION FACTSHEET

QUALIFICATION PURPOSE

These are SQA Accreditation qualifications and are developed for supervisors and first line managers who have operational responsibility for a defined area of activity. These qualifications give junior managers communication and motivational skills to help improve operational efficiency.

QUALIFICATION CODES

| CMI CODE | QUALIFICATION TITLE | QUALIFICATION REFERENCE NUMBER |
|----------|---|--------------------------------|
| S6A1V1 | CMI SCQF Level 6 Award in First Line Management | R454 04 |
| S6C1V1 | CMI SCQF Level 6 Certificate in First Line Management | R455 04 |
| S6D1V1 | CMI SCQF Level 6 Diploma in First Line Management | R456 04 |

KEY DATES

These qualifications are accredited from 16th September 2015, and the operational start date in CMI Centres is 13th November 2015. The accreditation end date is 31st December 2022.

RULES OF COMBINATION

CMI SCQF Level 6 Award in First Line Management

To achieve a CMI SCQF Level 6 Award in First Line Management, learners must complete any combination of units to a minimum of 6 credits.

| UNIT NUMBER | UNIT NAME | CREDITS | LEVEL | GLH |
|-------------|--|---------|-------|-----|
| S6001V1 | Personal development as a first line manager | 6 | 6 | 20 |
| S6002V1 | Resource planning | 6 | 6 | 20 |
| S6003V1 | Meeting stakeholder needs | 6 | 6 | 20 |
| S7044V1 | Managing and communicating information | 6 | 7 | 20 |
| S6005V1 | Identifying development opportunities | 6 | 6 | 20 |
| S6006V1 | Recruitment and selection process | 6 | 6 | 20 |
| S6007V1 | Maintaining quality standards | 6 | 6 | 20 |
| S6008V1 | Improving team performance | 7 | 6 | 20 |
| S6009V1 | Management communication | 6 | 6 | 20 |
| S6010V1 | Being a leader | 6 | 6 | 25 |
| S6017V1 | Introduction to first line management | 6 | 6 | 30 |
| S6018V1 | Corporate social responsibility | 6 | 6 | 20 |

SCQF Level 6 Certificate in First Line Management

To achieve a CMI SCQF Level 6 Certificate in First Line Management, learners must complete any combination of units to a minimum of 13 credits.

| UNIT NUMBER | UNIT NAME | CREDITS | LEVEL | GLH |
|-------------|--|---------|-------|-----|
| S6001V1 | Personal development as a first line manager | 6 | 6 | 20 |
| S6002V1 | Resource planning | 6 | 6 | 20 |
| S6003V1 | Meeting stakeholder needs | 6 | 6 | 20 |
| S7044V1 | Managing and communicating information | 6 | 7 | 20 |
| S6005V1 | Identifying development opportunities | 6 | 6 | 20 |
| S6006V1 | Recruitment and selection process | 6 | 6 | 20 |
| S6007V1 | Maintaining quality standards | 6 | 6 | 20 |
| S6008V1 | Improving team performance | 7 | 6 | 20 |
| S6009V1 | Management communication | 6 | 6 | 20 |
| S6010V1 | Being a leader | 6 | 6 | 25 |
| S6017V1 | Introduction to first line management | 6 | 6 | 30 |
| S6018V1 | Corporate social responsibility | 6 | 6 | 20 |

SCQF Level 6 Diploma in First Line Management

To achieve a CMI SCQF Level 6 Diploma in First Line Management, learners must complete all units in Mandatory Group A to a total of 30 credits and combination of units in Optional Group B to a minimum of 7 credits. Learners should achieve a total of 37 credits to complete this qualification.

| UNIT NUMBER | UNIT NAME | CREDITS | LEVEL | GLH |
|-------------|-----------|---------|-------|-----|
|-------------|-----------|---------|-------|-----|

MANDATORY GROUP A

| | | | | |
|---------|--|---|---|----|
| S6001V1 | Personal development as a first line manager | 6 | 6 | 20 |
| S6002V1 | Resource planning | 6 | 6 | 20 |
| S6003V1 | Meeting stakeholder needs | 6 | 6 | 20 |
| S7044V1 | Managing and communicating information | 6 | 7 | 20 |
| S6005V1 | Identifying development opportunities | 6 | 6 | 20 |

OPTIONAL GROUP B

| | | | | |
|---------|--|---|---|----|
| S6006V1 | Recruitment and selection process | 6 | 6 | 20 |
| S6007V1 | Maintaining quality standards | 6 | 6 | 20 |
| S6008V1 | Improving team performance | 7 | 6 | 20 |
| S6009V1 | Management communication | 6 | 6 | 20 |
| S6010V1 | Being a leader | 6 | 6 | 25 |
| S7002V1 | Managing stakeholders' expectations | 7 | 7 | 25 |
| S7033V1 | Understanding organisational culture, values and behaviour | 7 | 7 | 30 |
| S6044V1 | Understanding team dynamics | 7 | 6 | 25 |
| S7005V1 | Management report writing | 7 | 7 | 25 |
| S7006V1 | Management and leadership influencing skills | 7 | 7 | 25 |
| S8088V1 | Promoting equality and diversity | 7 | 8 | 30 |

| | | | | |
|---------|---------------------------------------|---|---|----|
| S6017V1 | Introduction to first line management | 6 | 6 | 30 |
| S6018V1 | Corporate social responsibility | 6 | 6 | 20 |

EQUIVALENCES

CMI qualifications at SCQF Level 6 portray practical skills and competences that are rated in academic terms as being comparable to Highers and GCE AS/A Levels.

For further information on the CMI SCQF Level 6 Qualifications in First Line Management, please refer to the Qualification Syllabus.