

Qualifications in...

# Team Leading

The NVQ in Team Leading comprehensively covers the full range of responsibilities of the Team Leader, and can be tailored to fit the specific needs of the employing organisation and the individual.

## National Vocational Qualification (NVQ) – Level 2

The NVQ in Team Leading is for you if your work involves the application of knowledge and skills in a significant range of varied work activities. Also if you collaborate with others through membership of a team.

During your training you will have the opportunity to learn, develop and practice the skills required to become an effective Team Leader within your organisation.

A minimum of six units must be completed - four mandatory units plus two optional units:

Candidate must complete the following **four** mandatory units

- Manage your own resources
- Provide leadership for your team
- Develop productive working relationships with colleagues
- Ensure your own actions reduce risks to health and safety (ENTO Unit A)

Candidates take **two** optional units

- Allocate and check work in your team
- Encourage innovation in your team
- Provide learning opportunities for colleagues
- Resolve customer service problems
- Support customer service improvements

### NVQ Team Leading Level 2

The mandatory units reflect all of the skills that are essential to a team leading role. The optional units are chosen by the individual and essentially reflect the areas you deal with, within the requirements of your job role.

### How will I be assessed?

Your allocated tutor will deliver your training one-to-one in your workplace and will visit you either on a weekly basis to deliver half day sessions or fortnightly for full day sessions. You will build a portfolio of evidence to show your competence against the NVQ requirements.

### How can I enrol onto the NVQ in Team Leading?

Speak firstly to your Supervisor/Line Manager and then contact us on 01773 747377, so that we can arrange an appointment to come out and visit you and your Supervisor at work.

### How much will it cost?

In certain circumstances, we can deliver the training at NO COST to you and your organisation. If you are not eligible for government funding, then the latest prices for this qualification can be found on our website, [www.acorn-training.com](http://www.acorn-training.com)

