

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 visiting you every fortnight for 1–2 hours. You will build a portfolio of evidence to show your competence against the NVQ requirements. It usually takes 12 visits to complete.

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



Introductory Certificates in...

Team Leading

Acorn Training Consultants deliver this short, flexible programme for all team workers, especially those with current or prospective team leading or co-ordinating responsibilities. It meets the need for an introduction to team leading/ co-ordinating skills, and is equally valuable for improving the performance of all those who work inside today's teams by raising their awareness of the issues faced by their team leaders. It helps prepare these people to be the team leaders of tomorrow.

Introductory Certificate

Qualification

ILM Level 2 Introductory Certificate in Team Leading

Duration

30 taught courses plus an assessment

Structure & Content

- Short Induction / Tutorial
- 6 sessions/segments (Selected from the full certificate in Team Leading – minimum of one from each module overall)
- Assessment/ Tutorial

Assessment

Knowledge Assessment of two short answer questions per session/segment

Entry Requirements

No formal entry requirements, but participants ideally should be working in teams or cells, though not necessarily in a leadership role, and have a background which will enable them to benefit from the programme.

Progression routes

- ILM Level 2 Certificate in Team Leading
- ILM Level 2 NVQ in Team Leading
- ILM level 3 Introductory in First Line Management
- ILM Level 3

How can I enrol onto the Introductory Certificate in Team Leading?

Discuss with your workplace Supervisor/Line Manager about your interest in the course and then ring 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, please speak to us on the number above this or about our commercial training rates or other funding opportunities.

