ILM Level 5 Qualification in Leadership and Management

Frequently Asked Questions and Answers (FAQs)

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| **Q1** | **How many places are available on the University of Cumbria (UoC) Centre of Excellence ILM Level 5 Qualification in Leadership and Management Programme?** |
| **A** | There are at 64 places available on the ILM Level 5 programme.  Planned induction dates for this Cohort are 29th and 30th October 2019, location to be confirmed but likely to be Taunton and Exeter.  The programme would usually take 11 weeks to complete, and will start in November 2019 |
| **Q2** | **What are the academic and SWASFT requirements for application to the ILM Level 5 Qualification in Leadership and Management Programme?** |
| **A** | Essential Criteria:   * 2 years as Registered Clinician – either HCPC Paramedic, NMC Nurse or equivalent professional registration * Experience in line management or staff supervision |
| **Q3** | **Do I need any previous qualifications to apply?** |
| **A** | No, the essential requirements are as above. |
| **Q4** | **I have been invited to attend the Trust’s Aspire, Transform, Connect (ACT) – Be the Difference course, can I also apply for the ILM Level 5 Qualification in Leadership and Management Programme?** |
| **A** | Applications are welcomed from staff who have been invited to attend the Trust’s Aspire, Transform, Connect (ACT) – Be the Difference course. However staff will be expected to ensure that attendance on the ACT programme is not compromised by undertaking this additional educational programme. |
| **Q5** | **On successful completion of the ILM Level 5 Qualification in Leadership and Management Programme, what qualification will I attain?** |
| **A** | You will attain 20 academic credits at Level 6 from the University of Cumbria, ILM Level 5 Certificate in Leadership and Management and ILM Coaching Award. We will be the first organisation to have to the opportunity to obtain all three awards in one but this will be hard work!. |
| **Q6** | **Will this count towards my degree?** |
| **A** | The University of Cumbria will count these 20 Level 6 credits towards a BSc programme or any other applicable degree. |
| **Q7** | **How will the programme be funded?** |
| **A** | This cost of the course programme has been funded by Health Education England (HEE).  Abstractions for the compulsory 2 day induction have not been funded and you will be required to take two days off to attend the induction. You will need to attend this in your own time by using either annual leave/shift swap/toil/rest days. The remainder of the programme will be carried out through self-learning in your own time. |
| **Q8** | **What is the duration of the programme and what are the modules of the ILM Level 5 Qualification in Leadership and Management Programme?** |
| **A** | The course will be carried out through self-learning in your own time, and would usually take 11 weeks. At the start of the course there will be a two day induction which will involve an introduction to the Virtual Learning Environment. In the event of issues regarding time frame or mitigating circumstances you will need to liaise with your tutor at the University of Cumbria.  The modules are:   1. Managing Improvement 2. Developing Critical Thinking 3. Developing People in the Workplace 4. Managing Risk in the Workplace 5. Negotiated Learning module   The induction is compulsory; you will be required to take two days off to attend the induction and you will need to attend this in your own time by using either annual leave/shift swap/toil/rest days.  You will be required to fund any accommodation requirements. |
| **Q9** | **How will the programme be delivered?** |
| **A** | The programme is delivered by the UoC’s Centre of Excellence. It is a distance learning programme which is usually completed in 11 weeks. Students will have access to the UoC learning technology such as the Virtual Learning environment ‘Blackboard’ and the available of resources suitable for mobile learning. |
| **Q10** | **How will my application be assessed?** |
| **A** | Applicants will be assessed by:   1. Completion of a short application form; 2. A Deputy County Commander (DCC) management reference detailing your suitability to this programme, together with your attendance record and notes on your previous career conversation and; 3. Whether you are included in the Trust Talent Pool.   A final decision will be made by Senior HR & Training Management based on this information to appoint successful candidates |
| **Q11** | **I am unsure who to ask to complete my line management reference?** |
| **A** | It is extremely important that your DCC completes your management reference at their earliest opportunity, and so you are encouraged to email this request in the first instance, before beginning your own application.  If you are currently on a secondment or light duties, please ensure your substantive DCC completes the management reference. |
| **Q12** | **What are the timescales associated with the assessment and selection process?** |
| **A** | Make sure you request your management reference from your DCC at the earliest opportunity, your DCC will then submit this direct to HR.  Both your completed application and the accompanying management reference needs to be returned to [people.development@swast.nhs.uk](mailto:people.development@swast.nhs.uk) by 15th September 2019. It is your responsibility to ensure this documentation is returned by this date, failure to do so may result in your application being withdrawn from the selection process.  The selection panel will meet to make the final decision on who has been successful in obtaining a place on the programme. |
| **Q13** | **I suffer from dyslexia/learning difficulties; will this hinder my progression on the Programme?** |
| **A** | You will be required to provide a valid statement of your learning needs prior to the commencement of the programme; this will enable the facilitating staff to plan and support your development within the confines of the programme and to the best of their ability.  Higher Education establishments have procedures in place to provide their own support for individual students with registered learning difficulties. |
| **Q15** | **I am currently on a Part Time contract; can I apply for the ILM Level 5 Qualification in Leadership and Management Programme?** |
| **A** | Yes, this course is available to all permanent employees; you need to demonstrate your commitment through your ability to work against the units within the required timeframe. |
| **Q16** | **Will there be any changes to my current contract?** |
| **A** | Your Terms and Conditions will remain the same both during and after the programme. |
| **Q17** | **Are there any conditions attached to the acceptance onto the programme?** |
| **A** | Through your acceptance you will need to demonstrate your commitment through your ability to be self motivated in your own time. |
| **Q18** | **Will I be entitled to claim expenses?** |
| **A** | Where employees are eligible, the Trust will pay travel costs as per Agenda for Change. We do expect successful candidates to utilise pool cars and car share to minimise any incurred costs wherever possible. |
| **Q19** | **What support will be offered during the programme*?*** |
| **A** | Each student is assigned a personal tutor with regular tutorial support available by the UoC. If you have dyslexia/learning difficulties you will be required to provide a valid statement of your learning needs prior to the commencement of the programme; this will enable the facilitating staff to plan and support your development within the confines of the programme and to the best of their ability.  Higher Education establishments will have procedures in place to provide their own  support for individual students with registered learning difficulties. |
| **Q20** | **If I am unsuccessful, when can I reapply?** |
| **A** | The Trust doesn’t have any additional recognised funding from Health Education England to offer this programme in the future at this current time. However should we be able to re-advertise this programme in the future this will be advertised via the Bulletin and Aspire. |
| **Q21** | **Who are the main contacts who can advise me throughout the selection process?** |
| **A** | For further questions please contact [people.development@swast.nhs.uk](mailto:people.development@swast.nhs.uk) |