

---

# Scotland Excel

## Management and Leadership Diploma Level 5 (SCQF8)

---

The Chartered Management Institute (CMI) Level 5 diploma in Management and Leadership is aimed at practising managers and those aspiring managers who want to develop their core management skills such as leadership and decision making, project development & control and managing team & individual performance.

The diploma is accredited by CMI and is delivered through a work-based learning methodology supported by our Moodle digital platform, the Scotland Excel Academy.

The Academy provides the opportunity for interactive learning to enhance and streamline the learner's experience.

These qualifications focus on the personal development of the individual learner's management capabilities and competencies.

A Diploma in Management and Leadership is the benchmark qualification towards full CMI membership.

### Programme Overview

Each unit is assessed by a project where candidates will be asked to demonstrate how learning has been applied to work-based learning practice.

Formal assessment is also complemented by guided learning through the Scotland Excel Academy using online content and group discussions.

The units and workshop dates which make up the Diploma are:

Induction workshop: 25<sup>th</sup> March '21

1. Personal development as a manager and leader: 14<sup>th</sup> April '21
  2. Leadership practice: 10<sup>th</sup> June '21
  3. Information based decision making: 12<sup>th</sup> August '21
  4. Project development and control: 30<sup>th</sup> September '21
  5. Organisational financial management: 2<sup>nd</sup> December '21
  6. Managing team and individual performance: 10<sup>th</sup> February '22
- End of course Chartered Manager assessment: 28<sup>th</sup> April '22

There is some scope to customise the programme from a portfolio of 16 units, within the rules of combination.



Chartered Manager  
Assessment Centre



Approved  
Centre

SCOTLAND  
EXCEL

## Programme Delivery

The programme is a blend of online facilitated delivery, work-based and online learning over a period of approximately twelve months. The programme will commence with an Induction workshop on 25<sup>th</sup> March 2021 with the last unit workshop delivered on 10<sup>th</sup> February 2022.

## Programme Structure

The Diploma consists of an induction workshop followed by 6 online workshops and an end of course Chartered Manager (CMgr) assessment.

## Essential Information

### Who is the course aimed at?

Public Sector managers who are keen to build on their management and leadership skills through a recognised and accredited qualification.

### How is the Programme Assessed?

Each unit is assessed by a project where candidates will be asked to demonstrate how learning has been applied to work-based learning practice.

Assessments and online programme delivery will be supported by interactive activities, online content and the opportunity to share experiences using the Scotland Excel Academy.

### How much does it cost?

The 6-unit level 5 diploma, integrated with Chartered Manager assessment costs £1,794 per learner for public-sector learners, £1,645 per learner for associate members of Scotland Excel and £1,495 per learner for Local Authority members of Scotland Excel.

### Where will the Programme be delivered?

There will be approximately 1-2 months between delivery of each unit. The online workshop delivery will be tailored to specific group needs.

### How much time will it take me?

The diploma is comprised of 6 units, totalling 44 SCQF credits. The SCQF works on the basis that 1 credit = 10 hours of effort and therefore it would be expected that completion of the diploma programme would require a total of 440 hours of effort.

### What qualification will I receive if successfully completed?

On successful completion of the programme, candidates will receive the Management and Leadership Diploma at Level 5 (SCQF8).

### How do book a place on the Programme?

Register your place, express an interest, or request further information by contacting [Helene.Holden@scotland-excel.org.uk](mailto:Helene.Holden@scotland-excel.org.uk) or telephone 0141 618 7436.



Chartered Manager  
Assessment Centre



Approved  
Centre

SCOTLAND  
EXCEL