



L5

The Corndel Level 5 Diploma in Leadership and Management

An introductory guide for prospective participants



Corndel
Leadership.

The Corndel Level 5 Leadership and Management Diploma is a career-focussed business education programme for managers, delivered within their workplace.

The Diploma blends coaching, training and personal development, tailored to each organisation and individual manager.



Overview

The Corndel Level 5 Diploma in Leadership and Management recognises the critical knowledge, skills and behaviours needed in senior business positions.

Over 13 months, you will develop strategic management capabilities, people management and development skills, a strong foundational knowledge of budgeting and project management, and increased confidence as a leader and a manager.

Personalised

During the Diploma, you will be introduced to tools and frameworks which are practically and immediately relevant to your work.

From the outset, you will identify people related, team or organisational issues you face, and be coached and supported to manage these more effectively.

The programme is designed to fit around your professional commitments, while providing you with a supportive one-to-one coaching relationship normally reserved for senior executives.

High value

Your Professional Development Expert will work with you over 13 months to support you to complete the Diploma. They are your own personal coach.

Corndel's Professional Development Experts are experienced managers from a range of business backgrounds. Our team has supported managers across many industries and at all stages of their professional development.

Respected

The Corndel Level 5 Diploma in Leadership and Management is accredited by the Chartered Management Institute (CMI). On completion, the CMI will award you the CMI Certificate in Management and Leadership and you will achieve Foundation Chartered Manager or Chartered Manager Status (depending on managerial experience)



Content and Format

The Corndel Level 5 Diploma in Leadership and Management consists of five CMI units, shown on the page opposite.

Core concepts are introduced in online textbooks and videos, before being discussed in personal coaching sessions. You will then complete short reflections about your workplace and your team, helping you to apply your new knowledge and skills to the way you lead and manage others.

Depending on the format agreed with your HR team, there may also be occasional workshops which explore key business priorities.

Key features:

- 13-month development programme
- Spread over five units
- Pairing with a coach with relevant management experience
- Fortnightly one-to-one coaching
- Online videos and textbooks introducing core content
- Tailored workshops designed with your employer
- Individual professional development activities which fit around your role and responsibilities
- Externally assessed by the Chartered Management Institute
- Awarded a CMI Level 5 Certificate in Management and Leadership on completion
- Chartered Manager, or Foundation Chartered Manager professional status depending on managerial experience.

Programme Overview

Unit 1

Personal and professional development

- Learning styles
- Personal development planning
- Emotional Intelligence
- Interpersonal skills and active listening
- Time management
- Feedback

Unit 2

Managing your team

- The Golden Thread and organisational alignment
- Trust
- Organisational culture, inclusivity and unconscious bias
- The GROW model of coaching
- Difficult conversations
- Delegation

Unit 3

Data, information and decision making

- The nature of data, information and knowledge
- Sources of data and information
- Knowledge management
- Presenting data
- Decision making skills and biased decision making
- De Bono's models of group decision making

Unit 4

Project management and control

- The business case
- Project charters
- Stakeholders
- Project management v operations management
- Project research and analysis
- Work breakdown structures

Unit 5

Departmental planning to drive performance

- Operational planning to deliver targets
- Continuous improvement
- Budgeting and sales variances
- Drawing up a departmental budget

Frequently Asked Questions

1. Why should I enrol on The Corndel Level 5 Leadership and Management Diploma?

Undertaking the Diploma will support your personal development and career progression, and give you a nationally recognised qualification.

Over 13 months of coaching and training, you will be helped to apply management theories and frameworks to improve your personal effectiveness and your team's productivity.

Working with your coach, you will be able to explore the issues you face in your role and resolve them by applying management best practice.

On completing the Diploma, you will be confidently applying management tools and techniques to drive business performance and have greater insight into your personal leadership style.

Unlike many business education programmes, the Diploma is highly tailored to you and your role. Your personal coach will help you apply new knowledge and skills to your immediate challenges and ongoing professional development.

2. Who is the Diploma for?

It is designed for high-potential managers who aspire to operate at a senior strategic level in their business. Candidates will already have management responsibilities, but will want to further develop their leadership skills to support the next step in their careers. They should be committed to their professional development, keen to learn new skills, and open to the benefits of one-to-one coaching.

3. How long does it take to achieve the Diploma?

The programme lasts 13 months.

4. What will I have to do?

You will have access to videos and textbooks covering core content via Corndel's online learning platform. Using these each week, you will explore 1 topic and undertake short focussed tasks to apply concepts to your business. Each fortnight, you will have a one-to-one session with your Professional Development expert.

Corndel is also working with your HR team to ensure the Diploma is tailored to your organisation. This may include bespoke workshops focussing on key priorities.

5. What is the time commitment?

- A minimum of one-hour per fortnight in one-to-one coaching with your Professional Development Expert, either in person or via video conferencing;
- Two hours per week doing online learning and associated tasks;
- Some time reflecting on your learning and preparing for coaching sessions;
- Typically, you will also spend five to six hours of your normal working week putting new learning from the Diploma into practice in your workplace (e.g. planning team briefings, scheduling workflows, reviewing others' performance, communicating objectives). We will record these activities as a key component of the Diploma.

Corndel Leadership

6. What qualification will I achieve?

On completion, the Chartered Management Institute will award you a Level 5 Certificate in Management and Leadership. This internationally recognised qualification is equivalent to a foundation degree in management, and is recognised across business sectors. In addition, if you have three or more years of managerial experience, you will achieve Chartered Manager professional status. If you have less than three years managerial experience, you will achieve Foundation Chartered Manager professional status.

7. What is my employer investing in me to undertake the Diploma?

Your organisation is making a £7,000 investment in you to undertake this programme. Since 2017, businesses have paid a Government training levy (the apprenticeship levy) which your employer has chosen to invest in your personal development as a highly-valued employee.

8. Am I eligible to undertake the Diploma?

If your employer is using the levy to fund your Diploma, you need to meet some Government eligibility criteria. The main ones are:

- You must work at least 50% of the time in England;
- If you are a UK or EU/EEA citizen, you must have lived in the UK or EU/EEA countries for the last three years;

- If you are not a EU/EEA citizen, you must have lived in the UK for the last three years;
- You cannot be funded if you already have a qualification at the same level or above, in this subject area.

Your employer may have additional criteria.

9. How do I enrol?

Your employer will give Corndel a list of the people who wish to enrol. We will then send you an online enrolment form, ask for proof of identity and residency, and check eligibility.

Government rules mean you will also need to show us evidence of past English and Maths qualifications.

Corndel works with leading UK businesses to develop the organisational capabilities which drive performance.

We design and deliver people development programmes to support operational improvement, digital transformation, data analytics, cultural change and leadership development.

Our programmes are carefully designed to take advantage of the apprenticeship levy, so organisations can maximise their investment in valued employees.



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