

NVQ Programme Outline:

Management Level 4

Course Title:	Management Level 4
Overview:	<p>This programme is aimed at people working as managers and deputy managers.</p> <p>Their job role requires more personal responsibility and autonomy in their management role than level 3. They will have the ability and opportunity to demonstrate recognisable management and leadership skills i.e. managing business processes, developing and implementing operational plans, planning and implementing change, managing finance and providing learning opportunities.</p>
Course Content:	<p>Completion of 8 units in total, 5 mandatory units:</p> <ul style="list-style-type: none">• Develop and implement operational plans for your area of responsibility• Encourage innovation in your area of responsibility• Develop productive working relationships with colleagues and stakeholders• Ensure Health & Safety requirements are met within your area of responsibility• Manage business processes <p>Plus 3 units of your choice</p>
Methods Used:	<ul style="list-style-type: none">• Underpinning Knowledge Sessions• Observation• Reflective Accounts• Witness statements• Professional Discussion• Questioning• Work Products• Former qualifications will also be taken into account (APA/L)
Venue:	Learners Workplace
Course Duration:	Approximately 12 Months
Certificate:	Edexcel NVQ Management Level 4