

FIRST LINE MANAGEMENT & LEADERSHIP CMI LEVEL 3 DIPLOMA IN FIRST LINE MANAGEMENT AND LEADERSHIP

A practical qualification for practising or aspiring first-line managers who want to develop the skills and confidence to lead teams, manage daily activities and contribute to organisational success.



IDEAL FOR ASPIRING AND NEW MANAGERS

Team leaders, project officers, shift managers and supervisors who want to build the knowledge, skills and confidence to lead their teams effectively.

WHAT YOU'LL LEARN

Develop the core management and leadership skills to organise work, communicate effectively, build positive relationships and contribute to the delivery of team and organisational goals.



KEY AREAS OF STUDY



Managing people and teams

Understand team roles and dynamics, build relationships and support performance.



Stakeholder communication

Communicate clearly and professionally with colleagues, teams and stakeholders.



Organisational awareness

Understand how organisations work and the impact of your role on wider objectives.



Planning and delivering work

Plan, prioritise and monitor work to achieve agreed outcomes and targets.



Managing change

Understand change in the workplace and support teams through transition.



Professional development

Reflect on your practice, develop your skills and take ownership of your growth.

QUALIFICATION SNAPSHOT



LEVEL

3 (Undergraduate)



QUALIFICATION

CMI Level 3 Diploma



DURATION

12–18 months



TOTAL TQT

370 hours



AWARDED BY

Chartered Management Institute (CMI)



ASSESSMENT

Work-based assignments



CREDITS 37 credits



PROFESSIONAL RECOGNITION

Eligible for Foundation Chartered Manager (fCMgr) status

YOU WILL GAIN



The confidence to lead and manage people effectively



Stronger team relationships and engagement



The ability to deliver results and meet targets



Improved problem-solving and decision-making skills



A solid foundation for your management career

OUTCOMES THAT MAKE AN IMPACT



Lead and motivate teams with confidence



Improve day-to-day performance and productivity



Communicate clearly and build strong relationships



Contribute to organisational success and growth



Chartered Management Institute



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