



ILM Level 5 Certificate in Managing Sustainable Communities

Open to junior or aspiring middle managers working in economic development, regeneration or sustainable communities across public, private and voluntary sectors, including community managers.

Raising Our Game

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Developed by the Northwest Regional Development Agency, **Raising Our Game (ROG)** is now a part of the integrated learning programme of the Academy for Sustainable Communities (ASC) and provides nationally recognised qualifications in the field of sustainable communities.

ASC is the national centre for delivering the skills and knowledge needed to make better places. By developing knowledge, learning products and support programmes it is working to build the skills and capabilities of professionals, young people and community leaders.

Raising Our Game – ILM Level 5 Certificate in Managing Sustainable Communities

The Certificate in Managing Sustainable Communities is a cutting edge qualification, developed in partnership with the Institute of Leadership and Management (ILM) and linked to the National Qualifications Framework Level 5 - equivalent to first degree level study. If you are a practising or aspiring junior manager, with responsibility for managing and delivering sustainable communities, this course will be of real interest to you.

This qualification is open to those working within the private, public and voluntary sectors and includes but is not limited to:

- Staff from local, regional and central government.
- Policy makers.
- Economic development agency personnel.
- Staff in business support organisations e.g. Business Links, Chambers of Commerce.
- Built environment professionals (including planners).
- Neighbourhood renewal and regeneration practitioners.
- Elected members.
- Town Centre Managers.
- Managers of corporate social responsibility.
- Environmental / recycling managers.
- Housing & Social Services managers.
- Investors and developers.
- Infrastructure providers.
- Voluntary and community workers.
- Police and rescue service personnel.
- Educators.
- Health service professionals.
- Members of the wider public.

What does the ILM Level 5 Certificate in Managing Sustainable Communities involve?

The Certificate in Managing Sustainable Communities is a practical, work-based learning programme consisting of the following six units:

1. Personal Development Planning

A half-day induction to the programme allows you to meet other learners and start to practically think through the sustainable community's agenda and more importantly how your role fits. Individual one-hour feedback from your 360° profiling follows, where you also agree your Personal Development Plan with your ROG coach.

2. Sustainable Communities

This unit provides you with a clearer understanding of sustainable communities and the organisations and functions that make them work. By the end of this unit you will be able to:

- Analyse the relevant government departments and agencies and your role in helping to achieve more sustainable communities.
- Define sustainability and the ways in which it supports your work in both rural and urban settings.
- Obtain information about funding streams and programmes relevant to the region and link them together to resource activities.
- Summarise the main strategies in the region and how your role fits into them.

3. Personal Effectiveness

This unit enables you to explore the complexities of working in teams and partnerships, and how to best achieve successful outcomes. By the end of this unit you will be able to:

- Focus clearly on the shared priorities within their role.
- Be proactive and flexible in thinking through how to achieve results.
- Challenge blocked thinking.
- Improve elements of their work in order to achieve higher levels of results.

4. Community Leadership

This unit develops your understanding of the leadership mindset in influencing the achievement of collective visions and goals. By the end of this unit you will be able to:

- Understand how to build effective long term client / stakeholder / community relationships.
- Make discussions relevant and appropriate to client / stakeholder / community needs.
- Identify and work with key influencers at an operational level.
- Build effective client / stakeholder / community relationships.

5. Introduction to Coaching

This unit develops your skills and confidence required to engage effectively with communities, including hard to reach groups. By the end of this unit you will be able to:

- Identify the characteristics of effective coaching and mentoring.
- Create the necessary conditions for a coaching relationship.
- Develop effective communication skills appropriate to the coaching relationship.
- Deliver coaching within a clear ethical, value based approach.

6. Managing Successful Projects

This unit provides insights into approaches and methods involved in managing successful projects. By the end of this unit, you will be able to:

- Understand what projects are and why they are important to organisations.
- Identify common problems associated with project management.
- Plan projects ensuring expectations are managed within time and budget.
- Schedule and control projects so that progress can be checked.

How long will it take?

You will complete the course within a period of seven months.
A typical timeline is as follows:

Month One

- A half-day induction session.
- Individual one-hour feedback session where your Personal Development Plan is agreed upon, drawn from the results of your 360° profiling.
- Sustainable Communities – two-day workshop.
- Action learning group.
- Mandatory eBriefings.
- Reflective Log.

Month Two

- Personal Effectiveness – one-day workshop.
- Action learning group.
- Mandatory eBriefings.
- Reflective log.
- Completion of an assignment.

Month Three

- Community Leadership – one-day workshop.
- Action learning group.
- Mandatory eBriefings.
- Reflective log.
- Completion of an assignment.

Month Four

- Introduction to Coaching – one-day workshop.
- Action learning group.
- Mandatory eBriefings.
- Reflective log.
- Completion of an assignment.

Month Five

- Managing Successful Projects – two-day workshop.
- Action learning group.
- Mandatory eBriefings.
- Final summary log.

Month Six

- Graduation.

Elements of the course

Over a period of seven months you will take part in a variety of different learning activities.

Unit 1

Half-day induction session followed by an individual one-hour feedback session where your Personal Development Plan is agreed. This is drawn from the results of the 360° profiling by colleagues, partners, stakeholders, line managers amongst others.

Units 2-6 are made up of the following activities:

Reflective log

Your reflective log is an overview of your thoughts and reflections and builds up into a personal commentary of individual learning and achievement. Completed every month, each takes around 40 minutes.

Workshops

Every month the subject area of one of the units is covered in depth. These workshops held over one or two days, provide a great opportunity to develop your knowledge and apply it to workplace situations. They also provide a safe environment in which to engage in dialogue with peers from across your region and from different sectors.

Action learning

Through group discussions, action learning provides an opportunity to network and exchange ideas, learning, experience and information. These meetings are also invaluable in terms of peer interaction, tutor support and motivation.

eLearning

These are small bites of learning completed on line which help develop your knowledge in subject specific areas. Each eBriefing has an assessment, and each workshop has mandatory and optional subject related eBriefings.

Assignments

A total of three assignments involving analysis, planning, implementation and evaluation have to be submitted. These are linked to a workplace situation and must seek to enhance the community in which you work and are submitted in the following formats:

- Development of an action plan.
- Delivery of a project.
- Development of a community-based case study.

Assignments can be negotiated to fit around your own circumstances but will always involve the submission of an assessment plan, a commentary on what actually happened and evidence drawn directly from the work carried out. In this way, assignments will have a direct impact on the communities and workplaces in which you are involved

All assignments completed as part of your Certificate in Managing Sustainable Communities are marked under three categories:

Knowledge 30%
Application 30%
Results 40%

The benefits of the course

Completing the Certificate in Managing Sustainable Communities Level 5 will benefit you by:

- Personal development that will enhance career progression.
- Developing and fine tuning management skills to improve personal delivery.
- Networking with colleagues from other roles and organisations to gain insights into best practice.
- Completing a nationally recognised award, equivalent to second year undergraduate level, including free study membership of the ILM for one year.

and for your organisation by:

- Enhancing skills and motivation of their employees.
- Directly linking into current appraisal systems and organisational CPD activity.
- Significantly increasing in the delivery of measurable target / key performance indicators through the completion of work based assignments.

For further information on the ILM Level 5 Certificate in Managing Sustainable Communities,

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