L5 Certificate in Leadership and Management - Cohort 2

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| Date | 5th September 2018 | 19th and 20th September 2018 | 9th October 2018 | 10th October 2018 | 7th and 8th November 2018 | 17th and 18th December 2018 |
| Time | 10:00am – 12:00pm | 1 hour to be arranged | 9:30am – 4:30pm | 9:30am – 12:30pm | 9.30am – 4:30pm | 9.30am – 4:30pm |
| Activity | **Induction** | **Tutorial** | **Workshop** | **Group tutorial** | **Workshop and assignment submission** | **Workshop and assignment submission** |
| Subject | Programme induction | Focused tutorial on development planning  | Unit 1Becoming an Effective Leader | Unit 1Group tutorial on leadership and MBTI | Unit 2Effective Management Coaching | Unit 3Developing People in the Workplace |
| Actions required | Following induction, confirm continuation of programme to pod@contacts.bham.ac.uk. Complete development plan and hold development meeting with line manager | Bring draft development plan to tutorial |  | If MBTI has been completed previously, bring all paperwork to this session | Submit assignment **from Unit 1** **-** FAO ILM Programme Administrator to pod@contacts.bham.ac.uk | Submit assignment **from Unit 2** **-** FAO ILM Programme Administrator to pod@contacts.bham.ac.uk**Tutorial meeting** with line manager and complete paperwork |

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| Date | 15th January 2019 | 19th February 2019 | 19th March 2019 | 19th April 2019 | 19th July 2019 |
| Time | 9:30am – 12:30pm | 9:30am – 12:30pm | 9:30am – 12:30pm | By close of business | 09:30am – 12:30pm |
| Activity | **Workshop** | **Action Learning Workshop** | **Group Tutorial** | **Assignment submission** | **Action Learning Set** |
| Subject | Unit 4 Managing Stress and Conflict in the Organisation  | Unit 4 Managing Stress and Conflict in the Organisation | Guided learning session to evaluate progress and learning |  |  |
| Actions required | Submit assignment **from Unit 3** **-** FAO ILM Programme Administrator to pod@contacts.bham.ac.ukFollowing workshop, evaluation of current practice to be completed |  |  | Submit assignment **from unit 4** **-** FAO ILM Programme Administrator to pod@contacts.bham.ac.uk  |  |