

## Accredited by the Chartered Management Institute

We can support you to enhance your career through the achievement of a management and leadership qualification on a fully-flexible distance learning basis:

- You choose the units you want to complete
- You study in your own time and at your own pace
- Your assessor is on hand throughout to provide support, encouragement and feedback
- One-to-one coaching is provided between units to support implementation of the learning

### How it works

#### Step 1

You will be introduced to your assessor who will support you not only to choose the appropriate level and size of qualification but also to select the right mix of component units.

#### Step 2

You will be registered as a student with the CMI and for the duration of your study you will be given full access to the Institute's huge online learning library. Your assessor will introduce you to the CMI's online learning journeys for each unit and will give you the detailed assignment instructions and guidance.

#### Step 3

At times that are convenient to you, you undertake your own research in line with the guidance provided and complete the CMI learning journey.

#### Step 4

You prepare your assignment and submit it to your assessor for review. Your assessor will provide comprehensive feedback on all elements and where additional work is needed, he/she will give you clear guidance about what is required. You edit your assignment and resubmit for marking and feedback.

There is no expectation that you will achieve a pass first time – the submission and feedback process is part of the learning and your assessor will support you until you achieve a pass in the unit.

The cycle continues until you have achieved your full qualification.

### Qualifications available

#### Levels

We offer the full range of Level 3 First Line Manager and Principles of Management and Leadership, Level 5 Management and Leadership and Level 7 Strategic Management and Leadership qualifications. Coaching and Mentoring qualifications at Levels 3 and 5 are also available.

#### Units, credits and qualification options

Within each qualification framework there is a choice of units, each unit having a 'credit' or 'total unit time' value. Depending on the total number of units you complete and credits achieved you can gain an Award, Certificate, Diploma or, at Levels 5 and 7, Extended Diploma.

### More information

Prices start from £300 (+VAT) and we are happy to discuss staged payments.

Contact [hello@ellenbrooke.co.uk](mailto:hello@ellenbrooke.co.uk) or call 01707 398300