



ILM Level 2

Leadership and Team Skills

This course is ideal for those who have some experience of leading teams or are looking to move in to their first managerial role.

By the end of this course you will understand the differences between leadership and management.

You will learn about different leadership styles and gain insight into your own.

You will also learn about the importance of effective communication and how to become a better communicator.

In addition you will complete a Level 1 in Employability Skills. This is a short course aimed at helping you into employment or developing your career prospects if you are already employed.

Over the duration of the course Learners are guided by the tutor and supported throughout the learning process. Individual work is continuously assessed by the tutor so there is no final exam.



Course timings

In short there are:

2 Units	Continuous assessment = No exams!	A designated tutor to support your learning	Handy guides and useful video links	Course must be completed within 12 weeks
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Course content

Unit 1

Leading your work team

- Explain the difference between leadership and management
- Explain why leadership is important
- Describe a range of different leadership styles
- Identify the most common leadership style used in an organisation
- Explain the likely effect this style has on the team's performance
- Identify your own leadership style and its potential effect on the team

Course content

Unit 2

Communication in the workplace

- Explain the importance of effective communication in the workplace
- Outline the possible impacts of poor communication in the workplace
- Identify methods to communicate in the workplace
- List the advantages and disadvantages of the identified communications and their best use
- Identify barriers to communication and how they should be overcome
- Identify positive benefits of effective communication