

8577

ILM Level 3 Qualifications in Mentoring



Who are these qualifications for?

The Level 3 Award and Certificate in Mentoring are designed for people in their first management roles, such as team leaders and first-line managers. They are ideal for individuals seeking to develop the skills, knowledge and confidence to mentor people as part of their normal working role.

Benefits for individuals

- ▶ Learn about mentoring as a powerful development tool
- ▶ Understand the role and responsibilities of good mentors
- ▶ Explore different mentoring models
- ▶ Put your new skills into practice in your job – carry out supervised mentoring sessions
- ▶ Analyse, assess and plan to improve your own mentoring ability.

Benefits for employers

- ▶ Implement mentoring at first-line management level in your organisation
- ▶ Ensure the managers you develop as mentors are properly equipped with the skills, knowledge and ethical understanding they need
- ▶ Develop a culture of mutual support for performance development by ensuring your managers can act as truly effective mentors.

There are three mandatory units in each qualification. 'Understanding good practice in workplace mentoring' covers what mentors do and how they do it. 'Reflecting on workplace mentoring skills' will give individuals the tools to analyse and improve their own performance as a mentor. 'Undertaking mentoring in the workplace' requires learners to plan and carry out at least six hours of mentoring, with supervision and support.

At Certificate level, this unit is replaced by 'Undertaking an extended period of mentoring in the workplace', which requires at least 36 hours of mentoring for a deeper level of skill and experience.

Progression

This qualification will provide progression opportunities to other qualifications such as:

- ▶ ILM Level 3 Certificate in Mentoring
- ▶ ILM Level 3 Certificate in Coaching and Mentoring
- ▶ ILM Level 3 Certificate or Diploma in Leadership and Management
- ▶ ILM Level 5 Certificate or Diploma in Coaching and Mentoring.

Qualification overview

Qualification title	Credit value	Structure
Level 3 Award in Mentoring	10 credits	<ul style="list-style-type: none">▶ One hour induction▶ At least two hours tutorial support▶ Three mandatory units*
Level 3 Certificate in Mentoring	13 credits	<ul style="list-style-type: none">▶ One hour induction▶ At least two hours tutorial support▶ Three mandatory units*

*Refer to table overleaf for unit details

Rules of combination

Award

- ▶ Three mandatory units (total credit value of 10)

Certificate

- ▶ Three mandatory units (total credit value of 13)

Overview of units

Reference	Unit title	Level	CV*	GLH**	Mandatory***
8577-304	Understanding Good Practice in Workplace Mentoring	3	3	9	A C
8577-305	Undertaking Mentoring in the Workplace	3	4	6	A
8577-306	Undertaking an Extended Period of Mentoring in the Workplace	3	7	12	C
8577-307	Reflecting on Workplace Mentoring Skills	3	3	6	A C

*Credit value. **Guided learning hours. ***A=Award. C=Certificate.

Learning resources

There is a range of materials available to support ILM qualifications, for full details browse online at www.i-l-m.com/shop

ILM membership

ILM membership brings access to a wide range of online resources, news and information that have been specially selected to support management learning and development. It's the ideal way to help learners get the most from their ILM programme and support their management career. Visit www.i-l-m.com/members for more information.

Our ethos

Our qualifications combine innovative design with a strong focus on workplace performance, we believe this delivers well-rounded managers with a proven ability to perform to the required standards.

Contact ILM

The ILM Customer Service Team is dedicated to providing the very best in customer care. If you need guidance on any aspect of leadership and management development, whether at an individual or organisational level, contact ILM.

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