



SVQ in Management at SCQF Level 7

This innovative management development programme has been specifically designed to maximise the potential of managers. The blended learning programme offers a methodical approach to management and leadership development, incorporating individual development sessions, online portfolios and support to encourage lateral thinking and creativity.

Scottish Vocational Qualifications (SVQs) tell you exactly what you have to do in a job to do it well. They are based on national standards which are drawn up by people from industry, commerce and education. This means that if you have an SVQ, then you have a way of proving that you can do your job well, to national standards agreed by whatever industry or commercial sector you are in.

All candidates have access to an online coach as regular personal contact and coaching remain crucial to the development of the managers. The programme covers

- *Personal development*
- *Time management*
- *Managing teams and individuals*
- *Effective communication*
- *Innovation and change*
- *Resource management*
- *Relevant legislation*

Throughout the qualification the aim is to address the needs and priorities of the organisation as well as the individual's own personal development, and a full training needs analysis is carried out at the start of the programme.

Please get in touch for more information on the Training Matters e-portfolio and course costs. Support funding may be available via Skills Development Scotland.

Who this is for?

SVQ in Management at SCQF Level 7 is for first line managers who have decision-making responsibilities within defined limits and wider re-sponsibility for people and their performance and also assess their knowledge and understanding of key management activities. It also gives managers an opportunity to develop their performance in their job to become more effective and to progress their career.

What are the benefits of an SVQ?

An employee will benefit by:

- Having more understanding of their responsibilities.
- An opportunity to develop new skills
- Accreditation of current skills

An employer will benefit by:

- More developed staff giving better performance
- More staff motivation
- Better service to clients

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Be the best you can be!