



Team Leading - LEVEL 2 CERTIFICATE

Length of Course

30hrs in class plus approximately 30hrs of self study.

Course Aims

This BTEC level 2 qualification aims to provide learners with the knowledge, understanding and skills needed to become effective team leaders and to develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in working life.

Learning Outcomes:

- The role of the team leader – roles and responsibilities.
- Developing and maintaining working relationships with colleagues.
- Understand how to manage conflict within a team.
- Understand leadership styles.
- Understand how to communicate effectively to a team.
- How to evaluate team and own performance.
- Ways to motivate, support and encourage teams.

Who is the course for?

This course may appeal to those who seek to develop their skills in team leadership and self development, those currently unemployed and seeking to enhance their qualifications, or to those currently performing team leader roles who seek formal recognition of their skills and knowledge through a recognised qualification.

Do I need any knowledge skills or qualifications?

Learners will need to show that they have the ability to write clearly in English, you will be required to pass a written assessment at Level 2. Past management experience is a bonus. Office experience and IT Skills are essential.

Will I gain any qualifications?

On successful completion of the course you will be award a BTEC Level 2 Certificate in Team Leading.

Qualifications Credits Framework Value:

You will gain 13 Credits at Level 2.

How will I learn?

- Regular attendance and participation in group activities, individual tasks and completion of a series of mainly written and oral tasks that will enable learners to achieve the learning outcomes of this course.
- This course may involve some presentation, role-play and group work. One-to-one tutor support will be available throughout.
- Assessment is by online test.
- Written work is required, so learners will need to produce written work at level 2.

What could this course lead to?

Successful completion will enable learners to enrol onto Level 3 qualifications in this and related fields.

What materials or equipment will I need to provide?

Pens and notepad, Lever arch file and plastic wallets to keep notes and handouts organised.