



# QUALIFICATIONS

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## Why a professional qualification?

Professional qualifications can be a great way to advance your career and increase your earning potential.

They may also provide the potential to gain promotion to higher level roles within an organisation as well as gain specialised skills and knowledge.

With certain qualifications, you will have an opportunity to network with peers in the same field and make valuable connections.

For employers, offering professional qualifications to your staff can aid with staff retention in the business and can make for a more productive workforce.



## Key benefits:

- Certain qualifications can be linked to individual professions within a business and personalised to the specific department, role and the delegate
- Qualifications can go towards supporting staff development and retention within the business
- We offer a variety of qualifications across management, leadership, education and health and safety
- We offer Tutor led sessions with self-led learning tailored to sit alongside current policies, methods and working practices
- We provide a dedicated helpdesk support team who are there to assist you with all aspects of your learning, technical support and virtual workshop guidance

## What we offer:

Premier Partnership offer a variety of qualifications across management, leadership, education, finance and accounting and health and safety.

Our qualifications are all accredited by leading awarding bodies, and we provide full support to help you or your organisation achieve the best possible results.

Our team of experts are on hand to provide advice and guidance throughout the duration of your programme.

**CAN'T FIND WHAT YOU ARE LOOKING FOR? - CONTACT US TO DISCUSS YOUR REQUIREMENTS**

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**Strategic Partner and an Approved Centre for the Chartered Institute of Management (CMI)**

**Each Level of our CMI qualifications can be taken as either an Award, Certificate or Diploma depending on the needs of the learner and/or the organisation**

### **CMI LEVEL 3 COACHING AND MENTORING**

Designed for supervisors and first-line managers, to support the development of coaching and mentoring skills and techniques of individuals and teams, alongside working to achieve organisational objectives.

#### Qualification Benefits

##### For Learners

- Introduce you to the principles, skills and impact of coaching and mentoring
- Establishing key coaching and mentoring relationships and skills
- Support the development of individuals and teams
- Developing your skills in managing team dynamics, equality and diversity

##### For Organisations

- Ensuring teams can meet organisational objectives
- Broader knowledge of operational processes and evaluation techniques
- Introduces organisational culture, values and behaviour

### **CMI LEVEL 5 MANAGEMENT COACHING AND MENTORING**

Designed for practising middle managers and those aspiring to senior management to develop management coaching and mentoring skills, helping you to identify the links between management coaching, mentoring and achieving business goals.

#### Qualification Benefits

##### For Learners

- Develop management and leadership development skills
- Understand coaching and mentoring practices
- Improve skills as a coach and mentor, as well as a manager and leader

##### For Organisations

- Develop a skilled workforce, actively using coaching and mentoring skills in the workplace

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### CMI LEVEL 3 PRINCIPLES OF MANAGEMENT AND LEADERSHIP

Aimed at practising or aspiring managers who supervise or manage a team, or project officer and shift manager to achieve clearly defined outcomes. They will set and monitor goals and objectives by providing instruction, direction and guidance. Day to day operational and project activities are a key part of their role.

#### Qualification Benefits

##### For Learners

- Support and monitor goals
- Provide instructions around objectives
- Give direction and guidance
- Support day-to-day operations
- Effective project planning
- Providing an overview of the roles and responsibilities required for managers and develop the skills required to succeed
- Foundation Chartered Manager offers professional recognition and access to the tools to facilitate continuing professional development (CPD) against our Professional Standard

##### For Organisations

- Ensuring teams can meet organisational objectives
- Provides a fully comprehensive bank of the knowledge and skills required to be a manager as part of an organisation
- The ability to apply learning in the context of another organisation or industry sector

### CMI LEVEL 5 MANAGEMENT AND LEADERSHIP

Designed for practising middle managers and leaders at operations, division, departmental or specialist level, who are typically accountable to a senior manager or business owner. The primary role of a practising or aspiring manager and leader is to lead and manage individuals and teams to deliver the aims and objectives in line with the organisational strategy.

#### Qualification Benefits

##### For Learners

- Develop the skills needed to lead and manage individuals and teams
- Provides a broader knowledge of skills to help you be more effective in specific management areas

##### For Organisations

- Deliver aims and objectives in line with wider organisational strategy
- Gives you a fully comprehensive bank of the skills and knowledge required to be a manager as part of an organisation
- Focus on the areas that are most appropriate to your role and organisation

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### CMI LEVEL 6 PROFESSIONAL MANAGEMENT AND LEADERSHIP PRACTICE

Designed for individuals wishing to develop professional management and leadership practice who will have the knowledge, skills and behaviours to drive business activities in a senior, regional specialist or director level management and leadership role.

#### Qualification Benefits

##### For Learners

- Develop professional management and leadership practices
- Develop the skills required for this level of responsibility

##### For Organisations

- Drive business activities in a senior management and leadership role
- Gives you a broader knowledge of management skills while focusing on the specific areas appropriate to you and your workplace

### CMI LEVEL 7 STRATEGIC MANAGEMENT AND LEADERSHIP PRACTICE

Designed for individuals wishing to develop strategic management and leadership practice who will have the knowledge, skills and behaviours to drive business activities in a senior, regional, specialist, director or CEO management and leadership role.

The qualification contains a breadth of units, which are reflective of the tasks and activities required by managers in roles such as senior managers, regional management and specialist managers who are accountable to a senior manager or business owner.

#### Qualification Benefits

##### For Learners

- Develop the professionalism to deliver impact and behave ethically
- Demonstrate a commitment to continual learning and development

##### For Organisations

- Learners will build on their strategic management and leadership skills to focus on the requirements of embedding the organisation's strategy
- Provide skills and behaviours to drive core business activities

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## City & Guilds

### LEVEL 3 CERTIFICATE IN LEARNING AND DEVELOPMENT

This programme is designed for people who carry out learning and development roles within their organisations. By undertaking this programme, the candidate will further develop their knowledge and skills as well as achieving a professional qualification in learning and development.

### LEVEL 3 AWARD IN EDUCATION AND TRAINING

This qualifications is for those who work, or want to work as teachers/trainers in the further education and skills sector, including those who are not in a teaching role, or who have just started a teaching role, and includes award-size qualifications for those who want a short qualification to enable them to make career choices.

### LEVEL 3 CERTIFICATE IN ASSESSING VOCATION ACHIEVEMENT

This qualification is for practitioners who will be assessing the demonstration of competence in a work environment and assess knowledge and/or skills in vocationally- related subject areas. The programme will cover the principles and practices of assessment as well as covering the practical side of a range of assessment methods based on these sound principles.

### LEVEL 4 AWARD IN INTERNAL QUALITY ASSURANCE OF ASSESSMENT PROCESSES AND PRACTICES

This qualification is for practitioners who conduct internal quality assurance of the assessment process from within a centre or organisation, by sample planning, monitoring and advising on the practice of assessors. The programme will cover the principles and practices of internal quality assurance and how to implement these effectively.

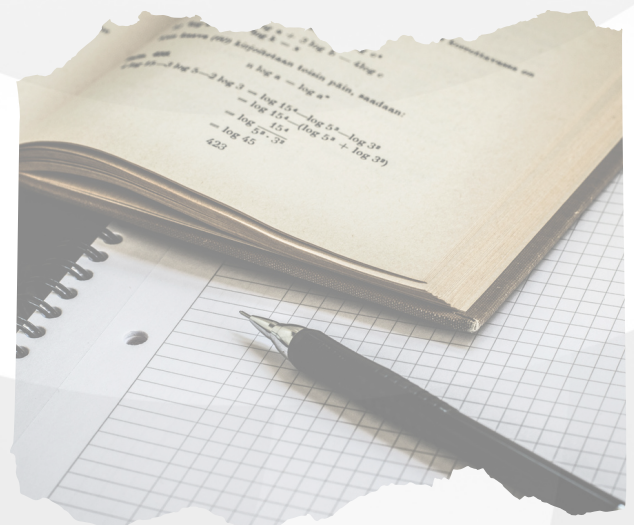
### LEVEL 4 CERTIFICATE IN EDUCATION AND TRAINING

This qualification is for practitioners who work or who want to work as teachers/trainers in the further education and skills sector, practitioners who have just started a teaching/training role, practitioners who are seeking career progression in their area of work, practitioners who work with learners on a one-to-one basis or for practitioners who teach in industry.

### LEVEL 2 FUNCTIONAL SKILLS - MATHS AND ENGLISH

Functional Skills are qualifications to develop Maths and English skills in practical situations. They focus on learning skill bases that are then transferable to other areas of learning, life and work. These are delivered as self-led, digital learning modules on the City and Guilds E-Functional Skills platform.

The qualifications undertaken with us are Level 2 Functional Skills in English and Level 2 Functional Skills in Maths, these are not GCSE's however, they are the recognised equivalent of a C at GCSE.



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## We are a NEBOSH Silver Learning Partner

### **NEBOSH GENERAL CERTIFICATE IN OCCUPATIONAL HEALTH AND SAFETY**

The NEBOSH General Certificate in Occupational Health and Safety is a highly respected qualification and a must do course for any health and safety professional.

The aims of the course are to introduce industry standard certificate for health and safety practitioners, offering a valuable overview of the core aspects of occupational health and safety. Course comprised of two units, NG1 and NG2 practical unit.

### **NEBOSH HSE CERTIFICATE IN HEALTH AND SAFETY LEADERSHIP EXCELLENCE**

Health and Safety for leaders and aspiring leaders who want to gain a core understanding of how their behaviours and responsibilities directly impact on health and safety management.

### **IOSH ACCIDENT INVESTIGATION\***

To provide individuals, responsible for undertaking accident investigations, with an understanding of how to conduct an accident investigation.

### **IOSH DISPLAY SCREEN EQUIPMENT (DSE) AWARENESS\***

This course gives learners an awareness of the risks and control measures when using DSE.

### **IOSH FIRE RISK ASSESSMENT**

To recognise the impact of fire, to understand Fire Risk Assessments and the need to have a proactive and positive approach to fire prevention.

### **IOSH GENERAL RISK ASSESSMENT\***

To recognise the impact of fire, to understand Fire Risk Assessments and the need to have a proactive and positive approach to fire prevention.

### **IOSH LEADING SAFELY**

To enable learners to become more effective leaders for Health and Safety.

### **IOSH MANUAL HANDLING RISK ASSESSOR\***

Gives learners the skills to risk assess manual handling tasks to avoid injury.

### **IOSH MANAGING SAFELY**

To give managers and supervisors an understanding of everyone's health and safety responsibilities in the workplace.

### **IOSH MANAGING SAFELY - REFRESHER**

To allow learners to recap and up skill their prior knowledge in Health and Safety.

### **IOSH WORKING SAFELY**

The Working Safely course is aimed at all employees and covers the essentials of health and safety in the workplace.

\*IOSH accredited and delivered solely by Premier Partnership



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