

Level 2 Certificate in Team Leading

Location	Online
Course Type	Adult
Department	Business & Law
Start Date	Friday 1st August 2025
Duration	Part-time, 1 Year
Time	00:00 - 00:00
Fee	£ 150.00 You may be eligible for support with your tuition fees - please visit the college website - funding and finance page for further information
Course Code	XAP-XD2C-1100

Course Overview

The Level 2 qualification in Team Leading offers a highly flexible approach to learning. Designed for practising or aspiring team leaders who wish to develop their team leading skills and knowledge. The ideal starting point for your career journey.

Accredited by the Chartered Management Institute this professional body is backed by a unique Royal Charter, and are the only organisation that can award Chartered Manager status - the ultimate management accolade. Our thought leadership, research and online resources provide practical insight for both today's leaders and the next generation. This is all in aid of one simple goal: to increase the number and standard of professionally qualified managers.

We offer a virtual delivery model enabling learners to attend classes without the need of attending a campus.

Delivery model

6 x2 hour virtual sessions sessions with an experienced Trainer/Assessor

1-2-1 catch up meetings and support sessions (where required)

Students will complete 3 assignments in total in order to achieve this qualification.

Course Requirements

Applicants will need to complete a BKSb assessment in English and Maths prior to enrolment. All applicants will be asked to attend a short virtual meeting with the course trainer to discuss commitment and suitability for programme.

Applicants must be:

- 19+ years of age
- Lived in UK for 3 years

Funding maybe available if the below statements apply.

19+ and I am unemployed and looking for work*,

19+ and do not earn over œ25,000** (evidence of this will need to be obtained at enrolment)

Applicants will be invited to an information session to learn more about the course and eligibility criteria.

What You Will Learn

By undertaking this qualification, you will be developing your skills in leading a team, achieving team and organisation objectives, and contributing to planning, problem solving and decision making. You will be required to complete a minimum of three units, totalling a minimum of 15 Credits,

- Communicating with a team
- Building work relationships
- Being a team leader

Benefits for students

Development of your skills in effective team leading

Ensuring teams can meet organisational objectives

Improve problem-solving skills

Effective decision making

Develop your knowledge of the roles and responsibilities of a team leader by focusing on specific skills areas

Benefits for organisations

Ensuring teams are equipped to meet organisational objectives

Actively contribute to team planning

Broader knowledge of team leading skills while focusing on the specific leadership areas appropriate to you and your workplace

Development of all the key skills and competencies needed to become an effective team leader

Assessment

- Case studies
- Assignments
- Reports
- Integrated work activities
- Projects
- Presentations

The written word, however generated and recorded, is still expected to form the majority of assessable work produced by Learners at Level 2. The amount and volume of work for each unit at this level should be broadly comparable to a word count of 1500- 2000 words.

Learner work should aim to minimise the amount of unnecessary attachments or appendices. Information that is essential to the Learners work in order to meet the learning outcomes and assessment criteria

should be included within the main body of the report. However, CMI understands that from time to time a Learner may need to include additional supporting information which enhances the overall work and it is recommended that it is kept to a minimum and does not over-exceed.

Progression

Level 3 CMI Certificate in Coaching and Mentoring

Level 3 CMI Diploma in Management and Leadership

Career Options

First line Management such as small department Team Leader roles or Supervisory roles

Mandatory Units

The following units have been selected as part of our delivery model.

- Communicating with a team
- Building work relationships
- Being a team leader

Contact Details

For further information please contact T: 0161 886 7070 or E: info@trafford.ac.uk

Disclaimer

Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.