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TRAINING LEARNING CARING
COURSE INFORMATION



Institute of
Leadership &
Management
Centre

GROW Level 3 Qualifications in Workplace Mentoring

*“If I have seen further it is by standing on the shoulders of giants.”
Isaac Newton*

These qualifications have been developed specifically to boost the knowledge, skills and confidence of those with a mentoring role within the workplace or those wishing to take on such a role.

The Award: The Award is a good foundation for those new to a mentoring role, or for those wishing to introduce mentoring into their role. It is a concise qualification designed to give practising and potential team leaders and first line managers the knowledge, skills and confidence to perform effectively as workplace mentors.

The Certificate: The Certificate aims to equip practising and potential team leaders and first line managers with the knowledge, skills and confidence to perform effectively as workplace mentors as part of their normal work role; and possibly move into a developmental role within their organisation.

Progress: After successfully completing either or both of these qualifications, you would be ready to progress to various learning and development qualifications in training, assessment and verification, or to management development qualifications at higher levels. These include the ILM Level 3 Certificate in Workplace Coaching and Mentoring, the ILM Level 5 Certificate in Coaching and Mentoring in Management, or the ILM Level 5 Diploma for Professional Management Coaches and Mentors.

Qualification Overview:		
	ILM Level 3 Award in Workplace Mentoring	ILM Level 3 Certificate in Workplace Mentoring
Credit Value	<ul style="list-style-type: none"> 7 credits 	<ul style="list-style-type: none"> 13 credits
Guided learning hours	<ul style="list-style-type: none"> Minimum 18 hours 	<ul style="list-style-type: none"> Minimum 30 hours
Duration	<ul style="list-style-type: none"> 6 Months 	<ul style="list-style-type: none"> 12 Months
Structure	<ul style="list-style-type: none"> Induction - one hour Tutorial support - minimum two hours Two mandatory units with a combined credit value of 7 	<ul style="list-style-type: none"> Induction - one hour Tutorial support - minimum two hours Three mandatory units with a combined credit value of 13
Assessment - mandatory units	<ul style="list-style-type: none"> Reflective review and mentoring diary 	<ul style="list-style-type: none"> Reflective review, mentoring diary, personal development plan and reflective log
Entry requirements	There are no formal entry requirements, but participants will normally be practising team leaders or first line managers.	

Please note these ILM Vocationally Related Qualifications (VRQs) are part of the Qualifications and Credit Framework (QCF), applicable in England, Wales and Northern Ireland, providing successful candidates with transferable qualification credit.

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Council for Awards
in Children's Care
and Education
Cache Centre



Overview of Units:

Ref	Unit Title	NCV*	Mandatory
MD3.05	Understanding good practice in workplace	3	A C
D3.06	Organise and undertake supervised mentoring in the workplace	4	A C
D3.07	Undertaking an extended period of supervised mentoring in the workplace	6	C

* Credit value: Candidates must complete the associated mandatory units for their qualification, marked A = Award and C = Certificate.

Accreditation: Institute of Leadership and Management ILM Level 3 Qualifications in Workplace Mentoring

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