

Central London Healthcare – Programme Overview – Aspiring Managers

This aspiring managers programme is delivered over 12-weeks and is supported by the CMI First Line Management certificate qualification. Delivery will be a mix of workshops and self-learning accessed through the Activate Learning Online platform and will include appropriate relevant models and theories. The course material can be tailored and contextualised to meet your specific organisational needs. Enrolment on the CMI certificate will include access to the CMI's website for resources. The workshops will mix theory and application including activities to support learning.

Each learner will start the programme by completing an Insights Discovery profile, along with receiving personalised feedback. Insights Discovery is a psychometric tool based on Carl Jung's psychological theories, that uses a four-colour model to help individuals understand their personality preferences and behaviours, ultimately improving self awareness, communication and teamwork. We would continue to incorporate Insights throughout the 12-week programme.

Workshop 1 Professional Development (month 1) – either face to face or through MS Teams, this workshop will look at the self-development of the leader including Emotional Intelligence, use of SMART goals, self-reflection and use of tools such as SWOT to identify areas of development. From this workshop learners will be asked to complete the first assignment for the CMI certificate – Unit 337 Professional Development as a First Line Manager. They will also be encouraged to seek 360 feedback to support their development.

Workshop 2 Managing & Leading People & Teams (month 2) – Delivered remotely through MS Teams or self-guided in ALO. Relationship between management and leadership, introduction to different leadership styles and adapting them such as Hersey & Blanchard, the challenges of managing teams and team dynamics. We will further explore the use of motivational techniques such as coaching and mentoring. There will be no assignment for this unit, but learners will be encouraged to complete a coaching activity.

Workshop 3 Operational Management (month 3) - Delivered in person or through MS Teams, this workshop will look at organisational structures and objectives including the use of PESTLE and SWOT, we will identify vision, mission and values and how leaders can support their teams to achieve these. We will look at organisational culture, ethics and behaviors and how managers can promote these. Learners will be asked to complete their second assignment for the CMI Certificate – Unit 330 Organisational Awareness for First Line Managers.

Reflection & Evaluation – Following the final workshop learners will be encouraged to complete a self-reflection using an appropriate model of reflection on their learning. This will

include setting short-, medium- and long-term objectives for their own development based on their learning. Learners will be encouraged to complete the reflection log throughout their learning to support this reflection piece.