

<b>Qualification title:</b>	OCR Level 3 Diploma in Management		
<b>Qualification number:</b>	601/3806/3	<b>Credit value:</b>	55
<b>An overview of this qualification</b>	<ul style="list-style-type: none"> <li>• The OCR Level 3 Diploma in Management allows you to evidence the key knowledge, competence and skills that employers would expect of someone operating as a Manager. It is appropriate if you are responsible for managing the performance of a team or are in a position to plan and implement change within your organisation. It is also suitable if you are seeking progression or self-development in, or to, a management role.</li> <li>• This qualification contains both knowledge units and competence units in a single qualification, supporting you to evidence knowledge of, and competence in, a role where you have responsibility for managing a team. You will develop a portfolio of evidence that meets the assessment criteria in your chosen units. The units encompass a broad range of competencies from the business administration sector allowing you to contextualise the qualification to your own role.</li> <li>• You will complete:             <ul style="list-style-type: none"> <li>○ five mandatory units, three of which are knowledge units and two competence units. These cover: principles of leadership and management, principles of people management, principles of business, managing personal and professional development and managing team performance.</li> <li>○ optional units that allow for contextualisation to the requirements of your individual role. These include: managing individuals' performance, managing individuals' development in the workplace, promoting equality, diversity and inclusion in the workplace, managing conflict within a team, encouraging innovation, implementing and maintaining business continuity plans and processes and collaborating with other departments.</li> </ul> </li> <li>• Each unit within the qualification has a credit size allocated. You must achieve 55 credits in total consisting of 31 credits from the mandatory units and 24 from the optional units.</li> <li>• Minimum amount of vocational learning = 55 credits</li> <li>• Maximum amount of vocational learning = 55 credits</li> </ul>		
<b>Entry requirements</b>	There are no formal entry requirements for the qualification and there is no need for you to have completed any lower level qualifications as a prerequisite. However, it is anticipated that you will have the ability and opportunity to demonstrate recognisable management skills.		
<b>Age restrictions</b>	This qualification is for learners aged 16 years and over.		
<b>Is this qualification right for me?</b>	This Level 3 diploma size qualification assesses your understanding of the principles of leadership and management, people management and		

	<p>business. It recognises the knowledge, competence and skills needed if you are responsible for managing the performance of a team and is relevant if you are in a position to plan and implement change within your organisation. You may already be in employment and want to increase your skills and knowledge without the additional requirements of the Apprenticeship Framework and therefore may choose to complete the qualification outside of the Apprenticeship framework.</p> <p>The primary purpose of this qualification is to confirm that you are competent in a specific job role. This qualification will enable you to undertake a learning programme to confirm competence in a role where you have responsibility for managing a team. It targets the key knowledge, competence and skills that employers would expect of someone operating as a Manager at this level.</p> <p>The OCR Level 3 Diploma in Management sits within a suite of Management and Leadership qualifications that allow for natural progression from Level 2 to Level 7. The qualifications at Levels 2 and 3 contain a number of specific knowledge only units along with competence units, with the Level 5 and 7 NVQ qualifications containing only competence units. The qualifications are all diploma size allowing you to evidence a breadth of knowledge, competence and skills relevant to your role.</p> <p>This specific size, type and level of qualification might be right for you if you:</p> <ul style="list-style-type: none"> <li>• would like a longer course of 284 guided learning hours (GLH)</li> <li>• would like a course that can be tailored to your specific requirements</li> <li>• would like to confirm that you are competent in a specific Team Leading role</li> <li>• have previously studied a Level 2 qualification</li> <li>• are employed and would like to confirm competence in your specific job role</li> <li>• wish to gain a Level 3 qualification to support further study in Further Education (FE) or Higher Education (HE) in any other sector or subject area.</li> </ul>
<p><b>How could I progress from this qualification?</b></p>	<p>The primary purpose of this qualification is to confirm that you are competent in a specific job role such as:</p> <ul style="list-style-type: none"> <li>• Section Manager</li> <li>• Team Manager</li> <li>• Senior Supervisor</li> <li>• Learning and Development Leader</li> <li>• Assistant Manager.</li> </ul> <p>You may want to take the OCR Level 3 Diploma in Management if you are seeking progression or self-development in, or to, a management role and want to evidence the knowledge, competence and skills needed for this.</p>

	<p>The units encompass a broad range of competencies from the management and leadership sector allowing you to contextualise the qualification to your own occupational field.</p> <p>Achievement of your chosen units allows you to evidence the knowledge, competence and skills that are truly pertinent to your role and organisation in which you work. The choice of units included in the qualification enables you to contextualise the qualification to your own management role.</p> <p>Alternatively, this qualification supports progression to further learning. You could progress to other qualifications suitable to your level of experience and autonomy, such as the:</p> <ul style="list-style-type: none"> <li>• <a href="#">OCR Level 5 NVQ Diploma in Management and Leadership</a> (QCF) – Competence only qualification</li> <li>• <a href="#">OCR Level 5 Diploma in Management</a> (QCF) - Knowledge only qualification.</li> </ul>
<b>Support</b>	<p>A number of employers from across the Management and Leadership sector were involved in consultations with Skills CfA when developing this qualification. In addition, the following employers directly support OCR's qualification, recognising it as valuable for their employees:</p> <p>HR Department          Scottish Power          McKechnies          SkillForce          Northumbria Healthcare Foundation Trust</p>
<b>Further information</b>	<p>To find out more about the OCR Level 3 Diploma in Management please refer to the Centre Handbook available on the OCR website:  <a href="http://www.ocr.org.uk/Images/178094-centre-handbook.pdf">http://www.ocr.org.uk/Images/178094-centre-handbook.pdf</a></p> <p>If you have any other queries please contact:  <a href="mailto:vocational.qualifications@ocr.org.uk">vocational.qualifications@ocr.org.uk</a></p>
<b>About us</b>	<p>OCR is a leading UK awarding body. We provide qualifications which engage people of all ages and abilities at school, college, in work or through part-time learning programmes.</p> <p>Our general and vocational qualifications equip learners with the knowledge and skills they need for their future, helping them achieve their full potential.</p>