

SVQs in Management & Team Leading



In today's competitive economy, effective managers are essential to the success of any business.

SQA offers a wide portfolio of leadership and management qualifications to suit every level of learning, all developed in close partnership with industry experts to ensure they are robust and relevant.

For those who are currently in work, we have Scottish Vocational Qualifications (SVQs) in Management which are available at four levels: SVQ in Team Leading at SCQF level 6; SVQ in Management at SCQF level 7, SCQF level 9 and SCQF level 11. All of these qualifications are based on the latest National Occupational Standards for management and leadership.

Why deliver this qualification?

Having an SVQ is a guarantee that a person has the skills and knowledge they need to do their job. They equip managers with the skills and

knowledge they need to do their job competently, and for employers SVQs are an excellent way of making sure that staff development programmes and business strategy go hand-in-hand.

Who are these qualifications for?

SVQ in Team Leading at SCQF level 6

For managers who are in their first managerial role and/or have a limited area of control. They are also likely to have a tightly defined area of responsibility.

SVQ in Management at SCQF level 7

For managers with some responsibility for managing resources, allocating work to others and ensuring health and safety requirements are met.

SVQ in Management at SCQF level 9

For managers whose responsibilities include implementing operational plans, allocating work to others, achieving results and providing leadership.

SVQ in Management at SCQF level 11

For practising managers who have responsibility for substantial programmes and resources and who may be able to influence the strategic development of the organisation.

SVQs in **Management & Team Leading**

SVQ in Team Leading at SCQF level 6. Group Award Code: GM28 22

SVQ in Management at SCQF level 7. Group Award Code: GM26 23

SVQ in Management at SCQF level 9. Group Award Code: GM27 24

SVQ in Management at SCQF level 11. Group Award Code: GM25 25

Access

Entry is at the discretion of the centre.

Learners should be in a job or placement where they are carrying out relevant tasks and responsibilities which allow them to gather the required evidence.

No prior qualifications or knowledge are required to undertake this qualification.

Approval

Centres with devolved authority for approval should use their own internal approval process.

Centres without devolved authority will have to come forward for approval and should contact SQA's Business Development Team for guidance.

Progression

Achievement of the SVQs in Team Leading and Management could provide progression to a wide range of qualifications, for example, an HNC/ Diploma in Management and Leadership; a range of Professional Development Awards (PDAs) in Leadership and Management; an SVQ at a higher level or a relevant degree programme depending on the level of SVQ achieved.



Joint Certification with Chartered Management Institute



Learners registered for SVQs in Team Leading and Management are able to take advantage of 12 months free studying membership with Chartered Management Institute (CMI).

Studying membership with CMI provides instant access to a range of management information, tools and support, to help managers achieve their SVQ and perform more effectively and efficiently within their position.

Assessment

There are no formal written exams — people doing SVQs collect and submit evidence, usually from their work. SVQs specify the skills and the knowledge and understanding a learner needs to do their job to the national standards of competence. The evidence learners collect is assessed against these standards.

Learner and Centre support packs are also available on SQA's secure website.