



# ILM Level 3 Certificate in Facilities Management

**The Certificate (Blended Delivery) - 21 CREDITS**

## Level 3 Qualifications

Develop a broad understanding and knowledge of the facilities management profession and services. They are suitable for first line managers and supervisors in facilities management as well as new recruits to the industry.

## How do they work?

The qualification is made up of units of learning, which have credit values. For each unit you will need to complete a work based assessment to be submitted post your tuition and tutorial support.

## ILM

The UK's top leadership and management qualifications and accreditation specialist, ILM help to develop talented leaders giving them skills to make a real difference in their organisation and beyond. ILM set the highest benchmarks for leadership and management performance. We are a recognised centre for the delivery of the ILM level 3 Certificate in FM.

## Quadrilect Ltd

is an ILM and BIFM approved centre accredited to deliver both ILM and BIFM qualifications in FM at levels 3, 4, 5 and 6. We offer tuition using a selection of highly regarded Quadrilect Ltd programmes with full course documentation, online learning (where appropriate), further recommended reading and expert tutorial support.

## In House Delivery

We offer delivery of the ILM Level 3 Qualifications for organisations. Please contact us to discuss an individual structure and fee quotation

## \* Professional Body Discounted rate - who is eligible?

Members of the BIFM, RICS, ILM, CIOB, CIBSE.

## Course(s) to attend:

### 3 DAYS - Understanding Facilities Management

"An introduction to the FM profession"

Our popular flagship course, is suitable for newly appointed staff and those with less than two to three years' operational experience looking to broaden their range of responsibilities and skills.

- What is FM? Definitions & descriptions
- Property management
- Customer-centric FM
- Maintenance management
- Sustainability and management of energy
- Health & safety in the workplace to minimise costs
- An introduction to buildings & services
- Space planning & relocation management
- Commissioning & managing contract services
- Measuring & valuing the FM service
- The role that FM plays in corporate

## PLUS - 4 Online Learning Courses

### Managing Relationships

Helping the learner to understand the complexities of managing relationships and advice on how to enhance the way they interact with their colleagues.

### Managing High Performance Teams

Equipping managers to create, develop and nurture a streamlined team. Learners will understand the different stages of team development, how to adopt the most appropriate approach and how to handle issues such as team performance, politics, dynamics and power structures.

### Leadership Skills

Enabling you to think about what it means to be a manager in your profession, understand the three levels of management and apply them in practice, recognise the main leadership styles and judge which approach to take in different situations

### Problem Solving

Looks at the key skills needed to successfully identify, analyse and solve problems. Practical exercises and activities ensure that professionals have plenty of opportunity to try out a wide variety of problem solving tools and strategies.

## Followed by completion of written work based assessments

### 8 Unit Assessments

- 8753-300 Solving Problems and Making Decisions
- 8753-302 Understanding Health & Safety in the Workplace
- 8753-303 Intro to Managing & Maintaining Property & Assets
- 8753-304 Understanding FM in the Context of an Organisation
- 8753-305 Understanding & Developing Relationships in the Workplace
- 8753-306 Delivering FM Service in the Workplace
- 8753-318 Understanding the need for Effective Management of Space within own Organisation
- 8753-319 Understanding Support Services Operations in an Organisation

## Fees (ex VAT)

### Application Fee

£300.00

### Tuition Fee

£995.00 (for members\*)  
£1,195.00 (for non members\*)

### Accommodation (Optional)

£295.00

**Your Study Plan** - When you are ready to register we will agree on a study and assessment plan with you timetabling your tuition and assessment dates.