

Title	Leadership Skills
Level	Four
Credit Value	5
Guided Learning Hours (GLH)	23
OCN NI Unit Code	CBE001
Unit Reference No	R/616/6925

Unit purpose and aim(s): This unit will enable the learner to understand what is meant by leadership, the associated skills and qualities a leader should have and be able to plan for, develop and conduct an assessment of leadership skills.

Learning Outcomes	Assessment Criteria
1. Understand what is meant by leadership skills and qualities.	1.1. Research the qualities and skills associated with the following benchmarks that define good leadership, including: a) communication b) decision making c) job knowledge d) motivation e) planning and organisation f) inter personal relationships
2. Be able to demonstrate leadership skills.	2.1. Demonstrate leadership skills within a group. 2.2. Conduct an assessment of leadership skills against the following leadership benchmarks: a) communication b) decision making c) job knowledge d) motivation e) planning and organisation f) inter-personal relationships
3. Be able to create a plan for own leadership development.	3.1. Identify opportunities to demonstrate own leadership skills. 3.2. Research and select an appropriate planning tool and/or methodology. 3.3. Create a plan to develop own leadership skills in line with chosen planning tool and/or planning methodology.

Assessment Guidance

The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.

Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion