



CMI Level 5 Professional Consulting

“An engaging, interactive & informative, cost effective program that delivers very useful insights on the ‘inside track’ to good consulting in the 21st Century. Whether you’re a newbie or seasoned veteran, there’s something in here that’ll help you up your game.”

Alex Thomson,
Managing Director, SkillMaxx



*Consultancy and Development International
in association with Dux Consulting Ltd*

FLEXIBLE OPTIONS

Consultancy and Development International (*cdi*) offer a comprehensive foundation level course in consultancy. You can just do the three day face-to-face course and receive a certificate of attendance or you can do further coursework leading to a CMI Award or Certificate qualification.

ESSENTIAL CONSULTANCY SKILLS

The Essential Consultancy Skills (ECS) course follows the Chartered Management Institute (CMI) syllabus for the CMI Level 5 Qualifications in Professional Consulting (QCF), which has been developed with the Institute of Consulting. The Course lasts three days and is intensive and highly participative. It covers theory and practice with extensive syndicate working, case studies and role playing.

ECS provides foundation level skills in management consultancy for those considering entering the profession or developing their consulting skills.

COURSE SYLLABUS

- Introduction to consulting essentials
- Planning and managing consultancy interventions
- The role and responsibilities of the consultant
- The client relationship
- Communication for consultants
- Problem solving tools and techniques for consultants
- Project development and control
- Management coaching practice
- Management of action learning
- Managing the change process
- Ethics and code of conduct

CMI LEVEL 5 AWARD IN PROFESSIONAL CONSULTING

The recommended learning time for this Award is 80 hours. After the three day face-to face ECS course, delegates complete one unit:

- Introduction to consulting essentials

CMI LEVEL 5 CERTIFICATE IN PROFESSIONAL CONSULTING

The recommended learning time for this Certificate is 150 hours. After the three day face-to face ECS course, delegates complete two units:

- Introduction to consulting essentials
- Communication for consultants

“I attended the Essential Consulting Skills Course...I found the course to be intensive and challenging but really worthwhile and the course director Tony... very knowledgeable friendly and helpful”.

Allan Slicer, Managing Director,
Muir Slicer Training & Development



TONY LAVENDER
RD MBA FRSA FCMI FIC CMC



The Course Director is Tony Lavender, *cdi* Director. He was the Deputy Director of the Civil Service College, with special responsibility for consultancy training, and has many years' experience consulting in the public sector. Since 1994 he has

provided consultancy and training in the UK and internationally and runs consultancy courses for CMI. He is a Fellow of CMI and the Institute of Consulting, a Certified Management Consultant (CMC) and a qualified Assessor for the CMC qualification.

JEAN BILLINGSLEY
MBA CEng FIMechE CEnv CMgr FCMI



Jean Billingsley is an Associate of *cdi* and Director of Dux Consulting Ltd. She is a consultant and trainer, with experience of managing multi-million pound development projects in the private sector. She holds the Preparing to Teach in the Lifelong Learning

Sector (PTLLS) and CMI Certificate in Management Consulting Essentials (CMCE). She is a Chartered Engineer, Chartered Manager and Chartered Environmentalist and a Fellow of both the Institution of Mechanical Engineers and CMI.

WHO SHOULD ATTEND?

- Those wishing to enter or are new to the consultancy profession in both the private and public sectors, as external or internal consultants
- Experienced consultants who wish to obtain professional qualifications
- Those involved in reform, restructuring, change management or business process improvement
- Those who engage or manage consultants

CONSULTANCY & DEVELOPMENT INTERNATIONAL

As an approved CMI Registered Centre, Consultancy & Development International (*cdi*) is authorised to provide consultancy training. It provides both consultancy and training in the UK and overseas. Courses are run both as open programmes and as specially-tailored versions. The courses are usually small with great emphasis on individual help and tutoring. *cdi* has already successfully trained over 250 candidates for CMI consultancy certificates and 37 CMC qualifications.

Other training and consultancy services are also available should this course not meet your requirements.

“Tony is able to combine strong professionalism with a mentorship approach to support individuals in their learning journey.”

Angela Flood MBA FCMI AIC
RENATUS Consulting Limited



BENEFITS

- Continuing Professional Development opportunity to learn new skills or update current experience
- Identifies you as a qualified practitioner
- Qualification underpins competence for Certified Management Consultant
- Student membership of the Institute of Consulting (IC)
- Networking opportunities
- Potential to improve your career and earnings

cdi provides you with a course manual for the ECS, student handbooks for each unit and an optional extra study day for face-to-face advice and guidance. We mentor and support you during and after the course.

In association with Dux Consulting, *cdi* run courses in a range of convenient locations including the West Midlands, East Midlands and North West, with two trainers per course and a maximum of 10 participants.

Contact us for details of upcoming dates or to discuss your training requirements.

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CMI Registered Centre No.10316356