

# Professional Development Award in Leadership



# Introduction

**Quest (Scotland) Limited** is delighted to offer an accredited Leadership qualification. This Professional Development Award in Leadership is accredited by the Scottish Qualifications Authority (SQA) and is a level 8 Qualification.

This qualification is for current managers, normally middle managers and offers candidates the opportunity to develop their management competence in providing direction and leadership.

This qualification is work based and requires you to gather evidence to prove your competence in the workplace for 2 Units:

B1 - Develop and Implement Operational Plans in Your Area of Responsibility

B6 - Provide Leadership in Your Area of Responsibility

## Programme Outline

Induction

Plan

Gather  
Evidence

Meet  
Assessor

Answer  
questions

- Attend a half day induction
- Review the standards you will be working towards
- Plan the evidence you will gather to prove your competence
- Read SQA Support Training Packs
- Answer questions
- Meet your Quest assessor regularly until you complete the award

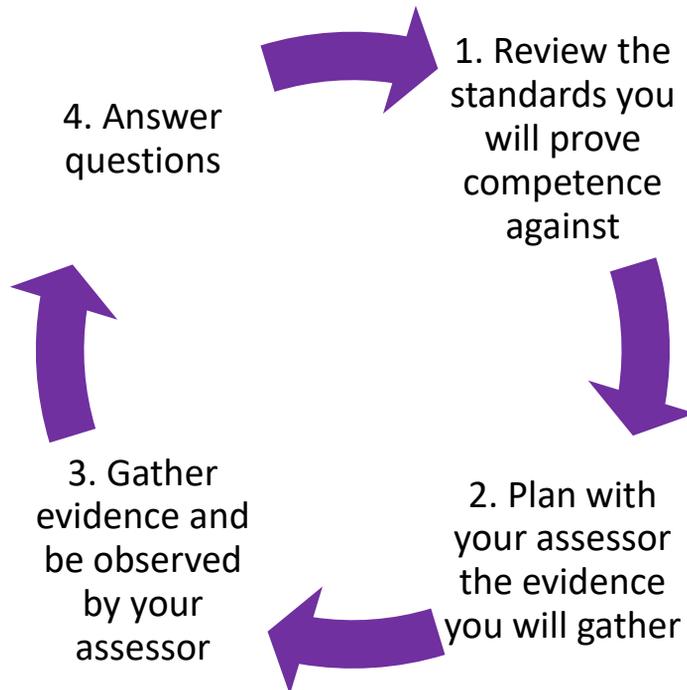
# Induction



## Objectives

- The induction is the start of your journey to achieving the qualification
- You will review what you have to do, discuss how you will do it and agree the support that will be provided by Quest
- The qualification should take 6 months and requires about 2 hours per week to work on it
- You can do the work at a time that suits you
- There are some materials you can read to support the knowledge of Leadership etc.
- You will upload the evidence you gather to an online portfolio or add to a paper portfolio

# Progress the Qualification



## Stages

- After the induction you will meet your assessor
- You will review the plan (list) of what you will do to prove your competence
- You will meet your assessor regularly to review your progress
- You will gather evidence
- Your assessor will assess your evidence and provide feedback
- Your assessor will observe you at some point during the qualification
- You will write a statement for each unit putting the evidence into context
- You will answer questions to complete your qualification