**CIPD Level 5 Associate Diploma in People Management (20-21 specification)**

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| **Entry**  **Requirements** | Learners can gain entry to the Level 5 Associate Diploma if they have recently completed the CIPD Level 3 Foundation programme and/or if they have two ‘A’ levels (or equivalent). Learners may have an ‘initial diagnostic interview’ (if needed) to assess any prior learning. Learners should have HR experience and be working in an HR role. |
| **Course**  **Overview** | The course is set at undergraduate level. It will help to develop your ability to evaluate the effectiveness of different Human Resources (HR) models and practices and increase the understanding of the external factors that impact upon HR activities and organisations, whilst also developing planning, analytical and problem-solving skills. It also offers you the opportunity to build on your expertise in your chosen HR.  The programme provides a firm foundation in all areas of HR. It will help you develop essential HR skills and give you the confidence to be more effective at work and add value to your HR function. |
| **Course**  **Content** | |  |  |  |  | | --- | --- | --- | --- | | *Code* | *Unit Description* | *Level* | *Credit Value* | | 5CO01 | Organisational performance and culture in practice (Core)  *This unit examines the connections between organisational structure and the wider world of work in a commercial context. It highlights the factors and trends, including the digital environment, that impact on business strategy and workforce planning, recognising the influence of culture, employee wellbeing and behaviour in delivering change and organisational performance.* | Five | 7 | | 5CO02 | Evidence-based practice  (Core)  *This unit addresses the significance of capturing robust quantitative and qualitative evidence to inform meaningful insight to influence critical thinking. It focuses on analysing evidence through an ethical lens to improve decision- making and how measuring the impact of people practice is essential in creating value.* | Five | 6 | | 5CO03 | Professional behaviours and valuing people (Core)  *This unit focuses on how applying core professional behaviours such as ethical practice, courage and inclusivity can build positive working relationships and support employee voice and wellbeing. It considers how developing and mastering new professional behaviours and practice can impact performance.* | Five | 5 | | 5HR01 | Employment relationship management (Specialist UNIT)  *This unit examines the key approaches, practices and tools to manage and enhance the employee relationship to create better working lives and the significant impact this can have on organisational performance.* | Five | 6 | | 5HR02 | Talent management and workforce planning  (Specialist UNIT)  *This unit focuses on the impact of effective workforce planning in considering the development of diverse talent pools and how to contract and onboard the workforce. It also includes analysis of the potential cost to the organisation if this is poorly managed and the tools and interventions required to mitigate this risk.* | Five | 6 | | 5HR03 | Reward for performance and contribution (Specialist UNIT)  *This unit focuses on how internal and external business factors influence reward strategies and policies, the financial drivers of the organisation and the impact of reward costs. It considers the importance of the role of people practice in supporting managers to make robust and professional reward judgements and the impact of rewarding performance.* | Five | 6 | | 5OS06 | Leadership and management development (Optional UNIT)  *This unit builds on the fundamentals of learning and development, taking a closer look at the essential area of leadership and management and how this is critical in developing the right culture and behaviours to establish a working environment which is cohesive, diverse, innovative and high-performing. Choosing the right tools and approaches to facilitate development will ultimately impact organisational effectiveness.* | Five | 6 |   To be awarded the CIPD level 5 Associate Diploma in People Management, learners are required to successfully complete a total of seven units *(Total credit value of 42 CREDITS).* |
| **Assessment** | **Assessment grading** This qualification is not graded. Learners will receive either a Pass or Fail. All assessment criteria must be met in order to achieve a Pass. **Qualification achievement** All assessments for this qualification are criterion referenced, based on the achievement of specified learning outcomes.  To achieve a **Pass** for this qualification, a learner must have satisfied all the assessment criteria for each unit. If the complete qualification is not achieved, credit can be issued in the form of a statement of standalone unit credit.  The Level 5 course is delivered at the Sutton Campus of BMET. For further information please contact the Department Manager. [Fiona.moore@bmet.ac.uk](mailto:Fiona.moore@bmet.ac.uk) |
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