

## **LEVEL 3 (ADVANCED) CERTIFICATE IN MANAGEMENT (MEAT AND POULTRY)**

To achieve this certificate, candidates will need to complete 1 mandatory unit and 12 optional units:

### **Mandatory Unit**

Unit 22          Planning and managing developments in the organisation  
(F/103/5387)

This unit has 20 notional learning hours. Assessment for this unit will be via a project report with practical recommendations.

### **Optional Units – Section A, a minimum of 6 units to be taken from this section.**

- Unit 11          Management structures and people (R/103/5376)
- Unit 12          Understanding key personnel systems (D/103/5378)
- Unit 13          Keeping up to date with employment legislation (Y/103/5377)
- Unit 14          Making money in a regulated environment (H/103/5379)
- Unit 15          Understanding the economic environment (Y/103/5380)
- Unit 16          Managing markets and customer relationships (D/103/5381)
- Unit 17          Making a business case to justify expenditure (H/103/5382)
- Unit 18          Monitoring and controlling costs (K/103/5383)
- Unit 19          Performance management through key performance indicators  
(M/103/5384)
- Unit 20          Leadership and change (T/103/5385)
- Unit 21          Change and continuing professional development (A/103/5386)

***Assessment for each of the above units (11-21) is an assignment with a requirement of 500 words each. The Meat Training Council will provide an assignment structure and marking key for each unit.***

### **Optional Units - Section B, a maximum of 6 units can be taken from this section**

- Unit 1          Leading and motivating a team (K/103/5366)
- Unit 2          Communicating with staff (M/103/5367)
- Unit 3          Organisation and management (T/103/5368)
- Unit 4          Introduction to regulation (A/103/5369)

Unit 5	Meeting and managing colleagues (M103/5370)
Unit 6	Managing people problems (T/103/5371)
Unit 7	Recruiting and training staff (A/103/5372)
Unit 8	Internal and external communication (F/103/5373)
Unit 9	The business environment (J/103/5374)
Unit 10	Understanding production and quality process (L/103/5375)

***Assessment for each of the above units (1-10) is 20 short answer questions.***

Each unit has 10 notional learning hours.

The above units will contribute towards the Diploma Certificate in Management (Meat and Poultry) award.