

Human Resources

CIPD Level 5 Associate Diploma in People Management

Course Details

Price

£4,750.00

Start date

14 October 2026

Length

09:30 – 16:00 21 sessions over 10 months

CPD Points

168.00

Course Overview

The CIPD Level 5 qualification is aimed at expanding learners' independent practice to enable them to evolve into more senior roles within organisations as people professionals. Using a framework of HR and L&D understanding, behaviours and skills development, this qualification offers opportunity for learners to transition to employment as HR professionals.

Content

The course consists of the following modules:

Professional Behaviours and Valuing People

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

Flexible learning that works for you

E: admin@gta.gg | T: 224570 | W: gta.gg

professional behaviours and practice can impact performance.

Dates: In Person 14, 15 & 16 October 2026 (09:30 - 16:00)

Online assignment support 03 November 2026 (09:30 - 16:00) over Teams plus 6 hours of self study

Organisational Performance and Culture in Practice

This unit examines the connections between organisational structure and the wider world of work in a business 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.

Dates: In Person 25, 26 & 27 November 2026 (09:30 - 16:00)

Online assignment support 10 December 2026 (09:30 - 16:00) over Teams plus 6 hours of self study

Evidence-based Practice

This unit addresses the significance of capturing robust quantitative and qualitative evidence to inform meaningful insight and 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.

Dates: In Person 20, 21 & 22 January 2027 (09:30 - 16:00)

Online assignment support 23 February 2027 (09:30 - 16:00) over Teams plus 6 hours of self study

Employment Relationship Management

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.

Dates: In Person 3, 4 & 5 March 2027 (09:30 - 16:00)

Online assignment support 30 March 2027 (09:30 - 16:00) over Teams plus 6 hours of self study

Talent Management and Workforce Planning

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.

Dates: In Person 21, 22 & 23 April 2027 (09:30 - 16:00)

Online assignment support 06 May 2027 (09:30 - 16:00) over Teams plus 6 hours of self study

Reward for Performance and Recognition

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.

Dates: In Person 9, 10 & 11 June 2027 (09:30 - 16:00)

Online assignment support 28 June 2027(09:30 - 16:00) over Teams plus 6 hours of self study

Wellbeing at Work

This unit introduces wellbeing and its importance in the workplace. It explores existing links between work, health and wellbeing, examining how to manage wellbeing and how it links with other areas of people management practice and wider organisational strategy. The unit considers key elements of wellbeing programmes and the stakeholders involved, examining organisational responsibilities and the outcomes of managing wellbeing for employees and employers.

Dates: In Person 14, 15 & 16 July 2027 (09:30 - 16:00)

Online assignment support 02 August 2027 (09:30 - 16:00) over Teams plus 6 hours of self study

Benefits

Working in a people practice role and ready to grow? The CIPD Level 5 Associate Diploma in People Management will help you gain a deeper understanding of the professional behaviours that lead to organisational success.

Learn how to manage relationships, foster talent, guide strategic planning and reward performance.

This qualification extends and fosters a deeper level of understanding. It is suited to individuals who are aspiring to, or embarking on, a career in people management, who are working in a people practice role and wish to contribute their knowledge and skills to help shape organisational value or, those that are working towards or working in a people manager role.

Prerequisites

Please note that it is anticipated that all delegates will already be a member of the CIPD, however, if this is not the case, you will need to take up membership with the CIPD directly. This will be an additional fee.

Next Steps

If you would like to book a place on this course please click on the **'Book Course'** button to the right of this page and login or register for a user account to complete your booking(s). Any queries please do not hesitate to contact us via admin@gta.gg or call us on 01481 224570.

If no date is scheduled for this course at the present time please click on the **'Register Interest'** button and login or register for a user account so that we can add you to our course interest register. This register allows us to contact our tutors and finalise dates for a course as soon as we have a few people who have expressed their interest, so the more delegates who register their interest, the sooner we can schedule a particular course.

Course Tutor

Jacqui Richards

Jacqui is a Chartered Fellow of the CIPD and a Fellow of CMI, with over 30 years' HR experience across several industry sectors and worked for the Government of Jersey as Director of Jersey Business School, Highlands College. She has previously held positions on the Jersey CIPD Branch, the HR sub-committee of the Jersey Chamber of Commerce and worked directly for CIPD as a national CIPD membership upgrade assessor. Jacqui is also a leadership coach and mentor for both experienced executives and those looking to progress into management roles.

Jacqui Ward

Jacqui Ward is the proprietor and trainer of JW Training, specialising in providing Microsoft application training and business consultancy. Jacqui is a qualified PRINCE 2 Project Manager and freelance computer software trainer with over 25 years' experience both in Guernsey and the UK. She has delivered packaged and bespoke training on a corporate, group or one-to-one basis for a variety of major financial companies, the States of Guernsey, Guernsey Electricity and quarterly Excel sessions for the GTA to name just a few. In previous roles Jacqui has worked as both a marketing director for an international merchant bank and as an IT business solutions manager. Delegate feedback is consistently high, emphasising Jacqui's ability to draw on her vast experience to deliver training which is targeted on user requirements in her relaxed, friendly and focused style.