CMI Level 5 in Consultancy Training

Duration: **8 Day**

BILGINÇ IT Academy
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Overview

The **CMI Level 5 Certificate in Professional Consulting**, delivered by Austin Elliot and accredited by the **Chartered Management Institute (CMI)**, equips current and aspiring consultants with essential consulting knowledge, frameworks, and behavioural tools.

This 8-day programme provides a structured and reflective approach to consulting — helping learners understand the principles of client engagement, structured problem solving, and sustainable change delivery.

Delivered by seasoned consultants, the course focuses equally on**technical consulting methods** and **interpersonal skills** that build credibility and client trust.

Prerequisites

No formal qualifications required.
Participants should:

- Have an interest in consultancy or advisory work,
- Be open to reflection and practical learning,
- Aim to enhance their analytical and interpersonal capabilities.

Who Should Attend

Ideal for:

- Practicing consultants and advisors,
- Professionals transitioning into consultancy,
- Leaders managing internal advisory or change functions.

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What You Will Learn

By the end of this course, participants will be able to:

- Understand the **purpose, ethics, and principles** of consulting,
- Manage the full consultancy lifecycle,
- Build and maintain **effective client relationships**,
- Apply **Core Strengths SDI 2.0** insights and emotional intelligence,
- Conduct structured research and data analysis,
- Design and deliver sustainable change initiatives,
- Present insights professionally to stakeholders,
- Ensure project continuity and closure.

Outline

Being a consultant

- Defining the purpose of consultancy
- Consultant roles and integration
- Operating principles and professional ethics
- Structuring consultancy projects

Business acumen for consultants

- Securing consultancy work
- Developing action plans and work breakdown structures
- Estimating project costs
- Contracting and commercial agreements

Interpersonal skills for consultants

- Developing a consultant's mindset
- Building rapport and trust with clients
- Influencing and negotiating techniques
- Managing the client relationship
- Emotional intelligence and Core Strengths SDI 2.0 assessment
- Resilience and stress management
- Personal productivity strategies

Planning and managing consultancy projects

- Environmental and contextual assessment
- Planning methodologies and tools

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Working in a team

- Understanding team development stages
- Characteristics of high-performing teams
- Integrating effectively within new teams

Research and data collection

- Research principles for consultancy
- Designing data collection strategies
- Understanding cognitive bias and thought processes
- Designing and conducting interviews and surveys

Analysis and problem-solving

- Workshop design and facilitation
- Using the DMAIC framework for structured problem solving

Presenting findings and recommendations

- Structuring consultancy reports
- Designing and delivering client presentations

Implementation

- Planning for change delivery
- Conducting stakeholder analysis
- Selecting implementation approaches
- Managing and supporting change

Communicating change

- Creating a Government Communication Service (GCS) standard plan
- Measuring communication impact
- Addressing human reactions to change

Disengaging from the project

- Sustaining implemented changes
- Project closure procedures
- Ensuring effective knowledge transfer
- Identifying opportunities for follow-on work