

Management in Language Education



Overview and Outcomes

This course takes a practical approach to the development of management skills and knowledge, using real life scenarios and case studies to illuminate how you can successfully apply management theory to your own specific context. Participants on the course will gain insight into key strands of educational management, including academic management, human resource management, project management, marketing and finance.



Trainers

NILE's highly experienced trainers are experts, not only in their fields, but also in working with teachers for continuing professional development. Read more about NILE's trainers, their experience and interests at [The NILE Team](#) on the [NILE website](#).



Teaching approaches

- We make courses practical and 'hands-on', with reference to relevant theory
- Our classes are participant-centred and collaborative, designed to build knowledge and confidence
- We use activities and tasks to help you apply the course content to your setting

Who is the course suitable for?

- Managers of English language teaching (ELT) schools, institutions and departments
- Managers working on ELT and other educational projects
- Teachers and senior teachers who have (or will soon have) managerial responsibilities
- Participants with a minimum language level corresponding to B2 on the Common European Framework

Content

Management in Language Education includes content drawn from some or all of the following areas:

- Organisational Management - e.g. structures, cultures and systems
- The Manager Role - e.g. roles, approaches and leadership models
- Managing People - motivation, supporting groups and conflict management
- Managing Performance - competency analysis & development and appraisal system design
- Managing Quality - stakeholder analysis, client relations and quality assurance approaches
- Managing Change - management investigation, planning and change management strategies

Specific course content comes from feedback you and other participants give us through pre-course questionnaires, identifying your needs and priorities.

We build time into the course for reflection, to consider how to adapt the content to your own professional context.

We then support you in creating a strategy for putting your ideas into practice on returning to your institution.

All NILE courses involve a significant element of English language improvement and/or the development of language awareness.

Timetable

This course consists of 50 hours of tuition, delivered between 09:15 and 16:00, Monday - Friday. You will also take part in cross-curricular workshops on a variety of topics, and each course includes a free evening and weekend programme of social and cultural activities and trips.

Management in Language Education Sample Timetable (actual timetable may vary in its detail)					
	Monday	Tuesday	Wednesday	Thursday	Wednesday
09.15 - 10.45	Welcome and orientation	The role of a manager	Professional motivation theories	Managing groups 2	Performance management systems
11.15 - 12.45	Organisational structures and cultures	Manager competences	Managing groups 1	Conflict management	Teacher assessment
14.00 - 16.00	Organisational effectiveness	Analysing the managerial context	Cross-curricular workshop	Case studies	Appraisal system design
Week 2					
09.15 - 10.45	Teacher lifecycles	Approaches to customer service	Group-directed session	What is change?	Presentations
11.15 - 12.45	Professional development systems	The customer journey	Group-directed session	Models of professional change	Presentations
14.00 - 16.00	Professional development activities	Managing quality	Cross-curricular workshop	Managing change	Course review and action planning

Facilities and resources

Each NILE course has a digital learning platform. This gives you access to the materials and the opportunity to share ideas with others while on the course and after you leave.

While at NILE you will also have the use of NILE’s extensive ELT library, an online resource centre, a variety of computing devices, and wi-fi throughout the teaching buildings.

Certification

Your end-of-course NILE certificate details the areas covered on your course. It comes with recommendations for sharing what you have learnt and implementing your action plan at your institution.

NILE offers homestay accommodation with carefully selected hosts and residential accommodation at the University of East Anglia. NILE’s dedicated student welfare team can be reached 24 hours a day.

A carefully curated and fully accompanied social and cultural programme of trips and visits is provided for all participants free of charge.

Europass can be validated.

The effort we take to make the experience of being on a NILE course both positive and productive has been recognised by inspections from Eaquls and the British Council. We are proud to be acknowledged as the top-ranking teacher training specialist in the UK.

