



Level 3 Certificate in Learning and Development

Introduction/Summary

This qualification gives an understanding of training skills and techniques to work effectively within a company and deliver it appropriately. Learners will develop transferable skills to use across all sectors of teaching and support their work environment. The certificate reflects on own performance and how to improve as a Learning and Development Practitioner.

The course is delivered through 1:1 support from an assessor, with additional research and study by attendees. The qualification will be achieved through a portfolio of work based evidence and observations by your assessor.

Qualification Structure

The City and Guilds Level 3 Certificate in Learning and Development requires candidates to achieve a minimum of 30 credits, 12 credits from 2 mandatory units (001 and 012), a minimum of 6 credits from (008, 009)

- Understand the principles and practices of learning and development (001)
- Reflect on and improve own practice in learning and development (012)
- Facilitate learning and development in groups (008)
- Facilitate learning and development for individuals (009)

The remaining 12 credits can come from the optional units below.

- Identify individual learning and development needs
- Plan and prepare specific learning and development opportunities
- Develop and prepare resources for learning and development
- Engage learners in the learning and development process
- Evaluate and improve learning and development provision
- Understanding the principles and practices of assessment
- Assess occupational competence in the work environment
- Assess vocational skills, knowledge and understanding
- Provide information and advice to learners and employers
- Engage with employers to develop and support learning provision
- Understanding the employing organisation

Accreditation

This qualification is accredited by City and Guilds.

Requirements

There are no formal entry requirements.

