



## Learning & Development Level 3 Apprenticeship Training Programme

Your business can leverage recent eligibility and funding changes to provide high quality apprenticeship training to new and existing staff members.

This learning & development apprenticeship programme is designed to support the development of staff members working in a role facilitating, delivering or organising learning in a variety of settings including the workplace and training establishments.

## Qualification Overview:

### Typical Duration

12-15 months, with exact duration dependent upon learner.

### Example Job Roles

Training Development Officer, Learning Centre Supervisor, Learning & Development Advisor/Practitioner, Assessor, Work Based Learning Coordinator, Skills Trainer and Instructor.

### Entry Requirements

Set by the employer.

### Qualification Gained

Level 3 Certificate in Learning & Development.

### Progression

Senior roles such as Learning & Development Manager.

## Course Benefits:

- Increase staff morale and engagement and ensure that employees feel supported
- Improve staff retention rates and increase productivity levels
- Create a learning culture and increase the knowledge and ability of your staff
- Strengthen the decision making capabilities of your team/s
- Ensure that all staff are able to access relevant continuing personal development opportunities

## Areas of Development

We will ensure that your staff members are fully supported by a specialist skills tutor. The tutor will provide regular feedback throughout the programme and will tailor each individuals learning experience so they develop the required knowledge, skills and behaviours to excel in their roles.

### Learning and Development (L&D) – Key Units:

- Understand the Principles & Practices of L&D
- Reflect on and Improve Own Practice in L&D
- Facilitate L&D in Groups or for Individuals
- Understand the Principles & Practices of Assessment
- Assess Occupational Competence in the Work Environment
- Assess Vocational Skills, Knowledge and Understanding

