

SAQA ID 101321
NQF 5
CREDITS 190

PURPOSE OF THE QUALIFICATION

The purpose of this qualification is to prepare a learner to operate as a Training and Development Practitioner.

A Training and Development Practitioner plans, writes learning objectives, selects and adapts learning resources required for the delivery of learning interventions, and facilitates learning in an occupational context.

A qualified learner will be able to:

- Coordinate learning within an occupational context.
- Establish and refine learning and development needs with occupational contexts.
- Conceptualise, plan and implement occupational relevant learning development interventions.
- Facilitate learning in a variety of occupational contexts.
- Evaluate the impact of learning and development interventions within an occupational context.

RATIONALE

The development of national skills within South Africa, as supported by legislation, national policies and strategies, is an undisputed priority. Equitable human development that supports an inclusive economic growth path, addresses recognised skills shortages and a reduction in high levels of unemployment, will only be achieved through an educated, skilled and capable South African workforce. This qualification is an essential building block in realising these national priorities.

Many of the skills development priorities, nationally and within companies and organisations, are met through the efforts of Training and Development Practitioners, and this qualification addresses the key competencies of practitioners.

The qualification will increase the employment prospects of Occupational Learning Practitioners, while helping to ensure quality and competence within the occupational learning field.

The qualification further supports the continued development of the key establishment, opportunities associated with occupationally directed education and training, including skills development facilitation and occupational assessment facilitation as part qualifications.

The qualification also places emphasis on the educational strategy that provides learners with real-life work experiences where they can apply knowledge and technical skills, and develop their employability through work-based learning. This qualification recognises the need for qualified practitioners that are competent in planning and facilitating work-based learning interventions, as a part qualification. This will achieve the need for qualified persons who are able to support workplaces and learners with the implementation of work experience components of learnership, internship and apprenticeships.

The qualification is designed to meet the competency profile of persons delivering learning and development services, at the interface of the delivery of learning and development services within the occupational qualification framework. This recognises a further need for professional development at higher levels of learning and development research, planning, design and impact assessment.



ENTRANCE REQUIREMENTS AND/OR LEARNING ASSUMED TO BE IN PLACE

Recognition of Prior Learning (RPL) :

RPL for access to the external integrated summative assessment: Edutel and approved workplaces will apply the internal assessment criteria specified in the related curriculum document to establish and confirm prior learning. Edutel and workplaces will confirm prior learning by issuing a Statement of Result or certifying a work experience record.

RPL for access to the qualification: Edutel and approved workplaces may recognise prior learning against relevant access requirements.

ADMISSION TO THE QUALIFICATION:

A NQF Level 4 with Communication.

EDUTEL IS ACCREDITED WITH THE QCTO AS A PROVIDER AND HAS PROGRAMME APPROVAL TO OFFER THIS QUALIFICATION

THIS QUALIFICATION CONSISTS OF THE FOLLOWING STANDARDS:

KNOWLEDGE MODULES

- The statutory learning and development environment, NQF 5, (8 Cr).
- Learning and development management functions, NQF 5, (8 Cr).
- Organisational learning and development needs analysis, NQF 5, (8 Cr).
- Facilitation of learning in an occupational context, NQF 5, (8 Cr).
- Assessment principles and practices, NQF 5, (4 Cr).
- Workplace learning and development planning, evaluation and reporting, NQF 5, (8 Cr).
- Work-based learning, NQF 5, (6 Cr).

Total number of credits for Knowledge Modules: 50.

JOHANNESBURG

Cnr Ontdekkers Road &
Crane Avenue
Horison, Roodepoort
(011) 760-4251

CAPE TOWN

1st Floor, Nobel Park
Shopping Centre
Old Paarl Road, Bellville
(021) 945- 4830

DURBAN

Mansion House, 5th Floor
12 Joe Slovo Street
Durban, 4001
(031) 305- 2850



PRACTICAL SKILLS MODULES

- Manage and coordinate logistics, facilities and financial resources, NQF 5, (8 Cr).
- Plan, conduct and report on a learning and development needs analysis, NQF 5, (16 Cr).
- Plan the delivery of an occupational learning intervention, NQF 5, (16 Cr).
- Facilitate different methodologies, training styles and techniques within an occupational learning context, NQF 5, (12 Cr).
- Facilitate experiential work-based learning, NQF 5, (8 Cr).
- Plan and conduct the assessment of learner competencies, NQF 5, (8 Cr).
- Evaluate the impact of learning within an occupational context, NQF 5, (8 Cr).

Total number of Credits for Practical Skills Modules: 76.

THIS QUALIFICATION ALSO REQUIRES THE FOLLOWING WORK EXPERIENCE MODULES:

- Conduct learning and development management practices, NQF 5, (12 Cr).
- Conduct skills development facilitation (SDF) processes as required for mandatory grant payments, NQF 5, (8 Cr).
- Conduct learning and development planning and implementation processes, NQF 5, (12 Cr).
- Facilitate an occupational learning session, NQF 5, (8 Cr).
- Facilitate a work-based learning and development process, NQF 5, (8 Cr).
- Conduct assessments of learner competence, NQF 5, (8 Cr).
- Conduct an evaluation of the impact of learning within an occupational context, NQF 5, (8 Cr).

Total number of Credits for Work Experience Modules: 64.

FACILITATORS

Edutel's facilitators are all subject matter experts with years of experience and appropriate qualifications.

COURSE STRUCTURE

The qualification is made up of the following skills programmes that can be taken individually or collectively to make up the qualification.

Skills programme:

- 1: Learning and Development Facilitator (36 Credits)
- 2: Assessment Practitioner (20 Credits)
- 3: Skills Development Facilitator Practitioner (40 Credits)
- 4: Work-based Learning and Development Practitioner (30 Credits)

COURSE FEES

Full Qualification: R21 425.00

Per skills programme:

Skills development facilitator	R7 799.00
Facilitate learning in occupational context	R5 699.00
Plan and conduct assessment in a variety of occupational context.	R4 999.00
Workplace based practitioner	R5 699.00

MODE OF LEARNING

Blended mode of delivery which includes contact and/or distance learning supported by online Zoom sessions.

TRAINING CENTRES

- Roodepoort, Johannesburg, Gauteng.
- Bellville, Cape Town, Western Cape.
- Durban, Kwa-Zulu Natal.

ASSESSMENT OF SKILLS PROGRAMMES

(If done separately as skills programmes)

Skills programmes will be assessed by Edutel and verified by the QCTO

ASSESSMENT - OCCUPATIONAL CERTIFICATE

Edutel as provider is responsible for the practical and knowledge standard of this qualification. After learners have completed the knowledge and practical standard, Edutel will issue a Certificate of Readiness. Workplaces will be responsible for the workplace standard and will issue a Certificate of Readiness once learners have completed the workplace component.

Learners will then be able to apply to the AQP (Assessment Quality Partner), the ETDP SETA to do the EISA (External Integrated Summative Assessment). The QCTO will verify the certified learners.

EDUTEL ONLINE

All learners will be provided access to the Edutel Online app which will give them access to a variety of support videos, direct access to communicate with other learners, facilitators, assessors and Edutel support staff.

The app will also give learners access to a programme on study methods and computer literacy videos.

JOHANNESBURG

Cnr Ontdekkers Road &
Crane Avenue
Horison, Roodepoort
(011) 760-4251

CAPE TOWN

1st Floor, Nobel Park
Shopping Centre
Old Paarl Road, Bellville
(021) 945- 4830

DURBAN

Mansion House, 5th Floor
12 Joe Slovo Street
Durban, 4001
(031) 305- 2850