



Learning and Development Practitioner Level 3

Overview



L&D Practitioner Level 3

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The Learning and Development Practitioner Level 3 programme is for people working as learning and development (L&D) practitioners in organisations across the private, public and third sectors. Delegates support the L&D function to contribute to, and influence, improved performance in the workplace at an individual, team and organisation level.

On completion, delegates will demonstrate a range of excellent L&D knowledge, skills, and behaviours.

Key responsibilities may include:

- Supporting a range of training and development operations within the company
- Interacting with a range of company stakeholders
- Completing training delivery projects from start to finish, and monitoring the impact of their actions
- Designing and delivering training to employees
- Analysing and evaluating the value of training in the organisation

Benefits



Develops training delivery work-based project skills, and understanding of evaluation methods to add value to the business



Enhances awareness and confidence of L&D sector that could lead to higher-level People Profession roles



Improves and develops excellent soft skills including communication and teamwork interaction



Builds understanding of legal obligations when working in a team and creating training delivery programmes



Enhances awareness of the business (including performance, goals and stakeholder objectives) and how to align L&D to these

Suitable for those who:

- Have experience as a Learning and Development practitioner and want to deepen their understanding of the sector
- Are a newly appointed Learning and Development professional in a supporting role
- Typical job roles include; L&D Administrator, L&D Advisor/Coordinator and L&D Manager in a smaller company

Programme delivery

Programme length

13 months (on average) plus End-point Assessment (EPA).

Delivery method

- Programme delivered via 1-1 facilitated learning sessions
 - Virtual learning
 - 2 x Digital showcases for practice assessments
 - Cohort option available – 8 delegates minimum requirement
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Blended learning

Facilitated learning: Delegates complete learning sessions with their Learning and Development Coach every 4-6 weeks.

Self-study: Delegates are expected to carry out self-study using Lifetime's online learning platform.

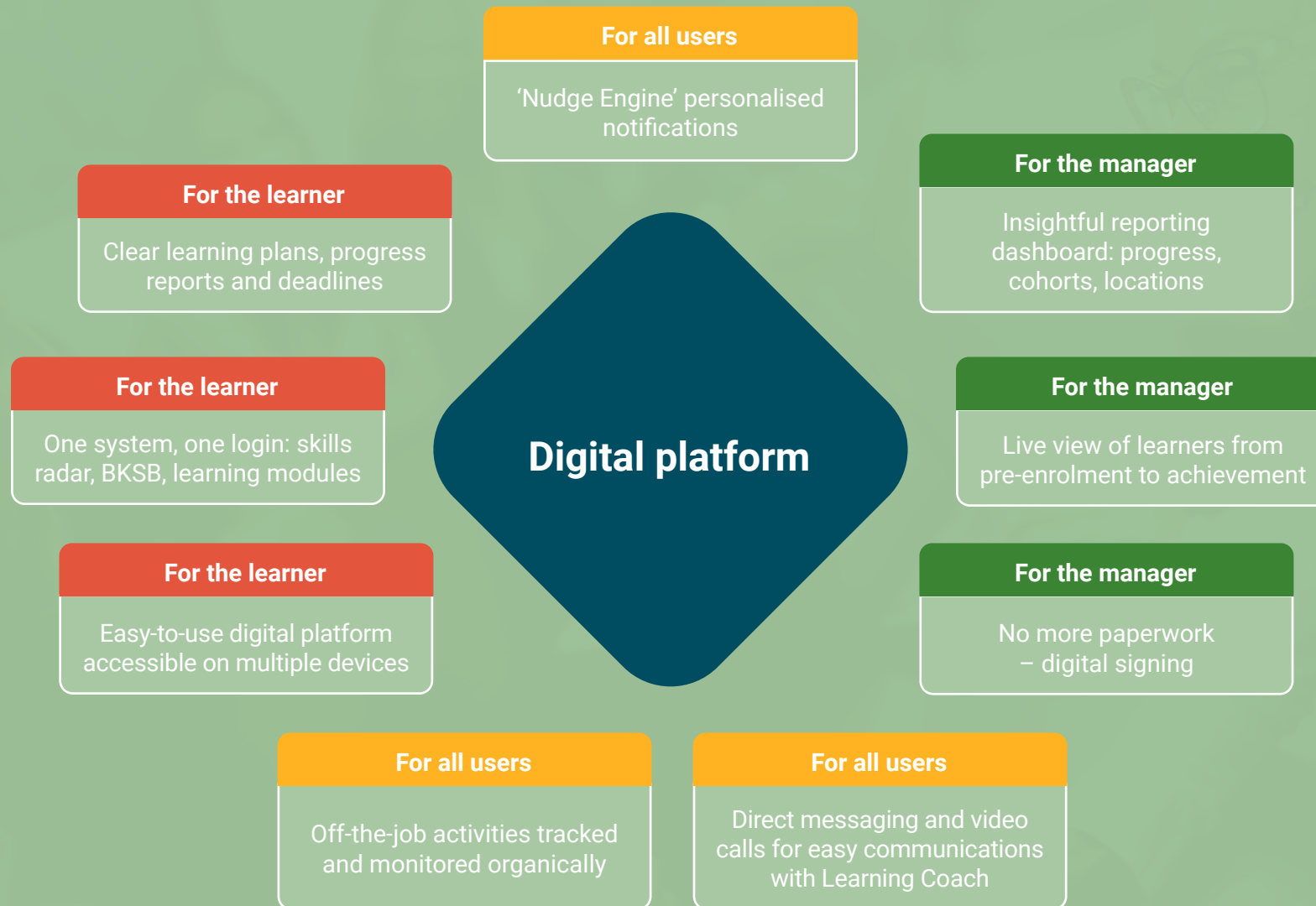
Virtual sessions: Carried out between the delegate and their Learning and Development Coach.

Contact: Delegates have access to their Learning and Development Coach via email, telephone and Lifetime's online learning platform.

Practice Assessments: Delegates will complete practice and showcase assessment assignments at agreed milestones across the programme



Blended delivery through Lifetime's online learning platform



Programme modules

The delivery model is broken down over 7 topics:

1. Personal Development

2. The People Professional

3. Developing as an L&D Practitioner

4. L&D in a Business Context

5. Developing a Learning Culture

6. Facilitating L&D

7. Managing Information and Technology



Programme module breakdown



Personal Development

- Self-awareness
- Equality, Diversity and Inclusion
- Prioritising Workload



The People Professional

- Role Responsibilities and Reflection
- Professional Ethics



Developing as an L&D Practitioner

- Business Behaviour and Communication
- Behaviour for Learning



L&D in a Business Context

- Organisations as a Business
- Building Professional Relationships
- Business Needs and Drivers
- Managing Change



Developing a Learning Culture

- Adding Value & Benefit
- Learning Engagement Methods
- Learners as Individuals



Facilitating L&D

- Training Facilitation
- Training Interaction
- Learner Development



Managing Information and Technology

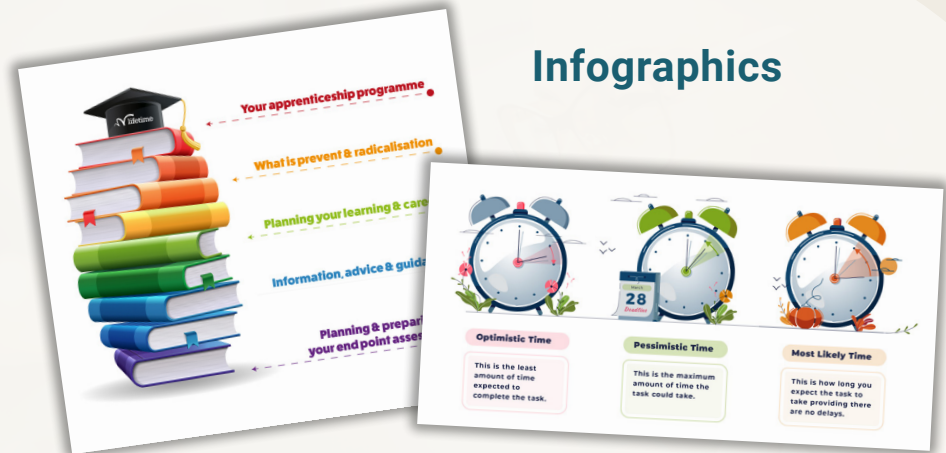
- Measuring Impact
- Interpreting Analytics
- Impact Evaluation

Example Learning Resources

Videos



Infographics



Interactive activities



Pre-enrolment activities

1. Eligibility call

Establishes whether the delegate meets the eligibility criteria for an apprenticeship:

- UK/EU Resident for 3 years
- Not currently a student in funded learning
- Hasn't completed a similar qualification at same level or above

2. Maths & English Assessments

Delegates will complete initial assessments for maths and English.

To achieve the apprenticeship, delegates will need to either complete Functional Skills in maths and English or hold equivalent GCSE grade A-C prior to EPA.

4. Sign up completed

Launch date and programme schedule provided.

Learning commences.

3. Pre-enrolment Activity

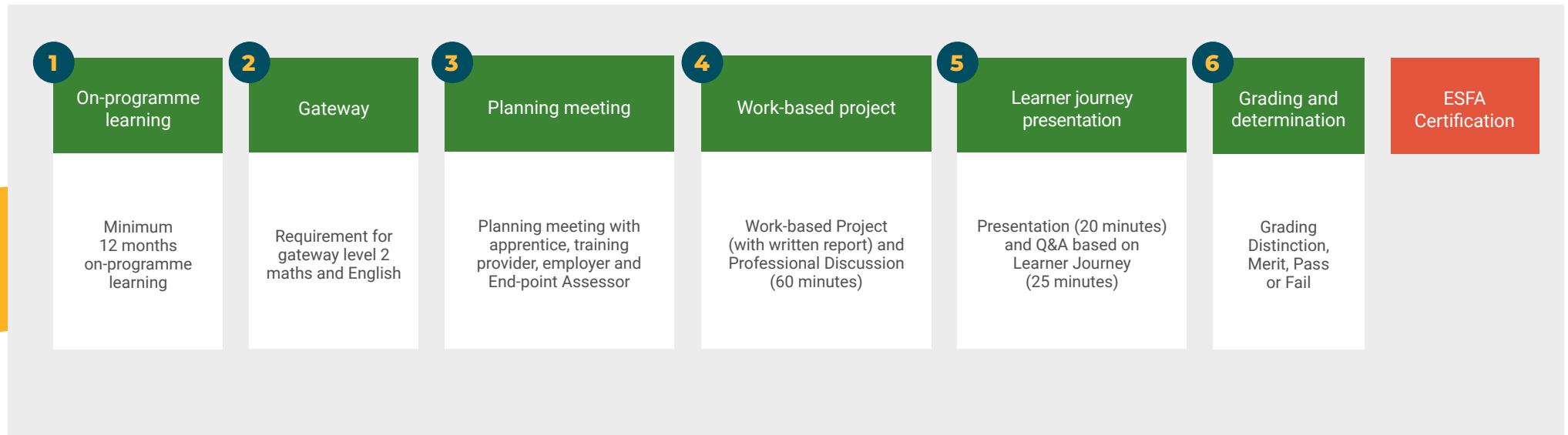
Delegates will complete a Skills Radar assessment to identify their starting point for their apprenticeship and may be asked to provide additional information to support their application.



End-point Assessment (EPA)




End-point Assessment journey





**Thanks for
your time.**

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 www.lifetimetraining.co.uk/contact-us

