

SAQA Qualification Title: **Occupational Certificate: Learning and Development Advisor**
NQF Sub-Framework/ Qualification Type: **Bachelor's Degree (Advanced Diploma)**
Qualification ID: **118774**
Credits: **195**
Level: **7**
1 Year Full Qualification

The Purpose of this qualification is to prepare a learner to function as a Learning and Development Advisor. A Learning and Development Advisor researches, plans, designs, develops, implements, monitors, evaluates, verifies and manages the quality of learning and development interventions, to ensure management and staff acquire the required competencies to meet organisational strategic objectives.

This qualification will enable you to:

- Consult and guide management on the alignment of learning and development with national and organisational strategic objectives.
- Examine and review statutory compliance, organisational policies, and procedures applicable to skills development.
- Evaluate and review organisational skills development practices within the organisation.
- Monitor and report learning and development quality continuously.
- Evaluate the design and development of learning materials and supplementary aids for learning and development interventions.
- Validate and report on the learning and development processes and interventions.

Entry Requirements:

- National Certificate: Occupationally Directed Education, Training and Development Practices, NQF Level 6

Articulation options:

Horizontal Articulation:

- Advanced Diploma in Human Resources Management, NQF Level 7.

Vertical Articulation:

- Postgraduate Diploma in Adult and Community Education and Training, NQF Level 8.

This qualification is made up of the following compulsory Knowledge and Practical Skill Modules:

Knowledge Modules:

- Learning and Development in a Knowledge Economy, Level 7, 5 Credits.
- Impact of Organisational Development and Change on Learning and Development, Level 7, 6 Credits.
- Leading and Managing Skills Development Function, Level 8, 10 Credits.
- Managing Learning and Development Suppliers, Level 7, 10 Credits.
- Career and Succession Planning, Recognition of Prior Learning (RPL) and Talent Management, Level 6, 8 Credits.

Total number of credits for Knowledge Modules: 39

Practical Skill Modules:

- Promote Best Practices in Learning and Development Interventions, Level 8, 24 Credits.
- Evaluate and Report on the Efficiency and Effectiveness of Learning and Development Interventions in an Organisation, Level 7, 25 Credits.
- Perform Quality Assurance on Learning Provision, Assessment and Moderation Practices, Level 7, 15 Credits.
- Consult, Validate, And Recommend the Appointment of Skills Development Providers For Learning And Development Provisioning And Of Accreditation, Level 7, 10 Credits.
- Promote Career and Succession Planning, Talent Development and Management in an Organisation, Level 6, 10 Credits.

Total number of credits for Practical Skill Modules: 84

Work Experience Modules:

- Learning and Development Improvement Processes, Level 8, 15 Credits.
- Learning and Development Effectiveness and Efficiency Monitoring Processes, Level 7, 16 Credits.
- Validation of Learning and Development Practices and Processes, Level 7, 8 Credits.
- Skills Development Providers' Accreditation and Appointment Processes, Level 7, 25 Credits.
- RPL Processes and Practices, Level 7, 8 Credits.

Total number of credits for Work Experience Modules: 72