

SAQA Qualification Title: **Advanced Occupational Certificate: Learning and Development Professional**

NQF Sub-Framework/ Qualification Type: **Advanced Occupational Certificate/ Diploma**

Qualification ID: **121276**

Credits: **280**

Level: **6**

1 Year Full Qualification

The Purpose of this qualification is to prepare a learner to function as a **Learning and Development Professional**.

A Learning and Development Professional communicates, plans, designs and develops, manages, leads teams, guides best practice for diverse learning and development practices and quality assurance to ensure all-inclusive learning in compliance with established principles in line with Education, Training and Development practices (ETDP) legal, regulatory and policy frameworks including standards and guidelines.

Typical graduate attributes of a Learning and Development Professional are the following but not limited to deep discipline knowledge and intellectual breadth; analytical and critical thinking; problem solving; professionalism, teamwork and communication skills.

This qualification will enable you to:

- Establish and promote stakeholder networking and collaboration in vocational or occupational learning and development institution.
- Manage the implementation of workplace-based learning programmes/bursaries.
- Design and develop learning materials for learning and development interventions.
- Design and develop quality management system for learning and development provisioning quality assurance.
- Design and develop Assessment, Moderation and Recognition of Prior Learning Tools.
- Develop a project(s) and manage project-related processes in an occupational or vocational learning and development intervention context.
- Evaluate and implement multi-modal learning interventions.
- Lead and manage learning and development interventions in occupational or vocational setting.

Rationale:

The changing landscape in education, learning/training and development in South Africa has led to the review, re-alignment and development of a number of nationally recognised qualifications to address the skills shortages in the country. Most notably, the growing demographics and economic divide between the rich and the poor requires the key role-players and stakeholders in the education, learning/training and development field to develop and implement skills development interventions to close the existing skills gaps in the labour market and improve the lives of South Africans.

This qualification will benefit the learning and development labour market and society as qualifying Learning and Development Professionals will create competency-based learning roadmaps to drive business outcomes, educate and develop skills of individuals increasing the value, efficiency and productivity of labour thus contributing to the economy and social development.

Currently there are qualifications registered on the National Qualifications Framework at NQF Level 4, 5 and 7 for the learning and development field, hence there is an established need for the Learning and Development Professional to breach the gap between the existing qualifications to allow career pathing.

The qualification is designed for individuals who wish to practice in learning and development field as Learning and Development Professionals. The qualification will provide learners with requisite knowledge, skills and competencies to execute learning and development strategies, learning materials, tools, policies for quality assurance, lead and manage projects for occupational or vocational learning and development interventions.

Qualifying learners will find employment opportunities in private companies and public institutions, skills development providers or institutions of learning, not-for-profit organisations or become self-employed as Independent Consultants operating as Learning Materials Developers, Assessors, Moderators, and Recognition of Prior Learning Advisors promoting a learning culture and addressing special needs.

Currently there are no similar qualifications registered on the National Qualifications Framework (NQF) at this level. No licensing or membership requirements apply to this qualification at the time of development.

This qualification will enable learners to articulate learning and development or human resources management and development related occupations and/or qualifications.

Entry Requirements:

- Occupational Certificate: Training and Development Practitioner, NQF Level 5; or
- Human Resources Development or Human Resources Management qualification at NQF Level 5 with minimum 3 years assessed work experience in the Learning and Development field.

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:

- Theory of Learning Culture; NQF Level 6, 5 Credits.
- Management of Learning Programme Design and development; NQF Level 6, 5 Credits.
- Quality Assurance of Learning and Development; NQF Level 6, 10 Credits.
- Leadership and Management of learning and development; NQF Level 6, 15 Credits.
- Stakeholder Management and Engagement in a Vocational or Occupational Learning Environment; NQF Level 6, 5 Credits.
- Project Management; NQF Level 6, 10 Credits.
- Moderation Principles and Practices; NQF Level 6, 10 Credits.
- Recognition and Prior Learning (RPL) Principles and Processes; NQF Level 7, 10 Credits.

Total number of credits for Knowledge Modules: 70

Practical Skill Modules:

- Conduct stakeholder analysis, Mapping and Profiling to promote their engagement, collaboration, and a learning culture; NQF Level 6, 10 Credits.
- Implement strategy for the management of a Workplace-Based Learning programmes/bursary; NQF Level 6, 15 Credits.
- Conduct research and implement Learning Programme Design and Development Best Practice; NQF Level 6, 20 Credits.
- Design and develop Policies and Procedures for Learning and Development Quality Assurance; NQF Level 6, 20 Credits.
- Initiate and Implement a Project in an Occupational or Vocational Learning and Development Intervention Context; NQF Level 6, 20 Credits.
- Conduct Moderation of Assessments; NQF Level 6, 10 Credits.
- Conduct RPL; NQF Level 7, 20 Credits.
- Lead and Manage Learning and Development in Occupational or Vocational setting; NQF Level 6, 15 Credits.

Total number of credits for Practical Skill Modules: 130

Work Experience Modules:

- Research and Stakeholder Networking and Collaboration Processes; NQF Level 6, 5 Credits.
- Workplace-Based Learning (WBL) Programmes Implementation Processes; NQF Level 6, 20 Credits.
- Processes of Quality Management System Design and Development for Learning and Development; NQF Level 6, 15 Credits.
- Internal and External Moderation and/or Verification Processes; NQF Level 6, 20 Credits.
- Recognition of Prior Learning (RPL) Processes; NQF Level 7, 20 Credits.

Total number of credits for Work Experience Modules: 80