

SAQA Qualification Title: **Occupational Certificate:
Training and Development Practitioner**
NQF Sub-Framework/ Qualification Type: **Higher Certificate**
Qualification ID: **101321**
Credits: **190**
Level: **5**
1 Year Full Qualification

The Purpose of this qualification is to prepare a learner to operate as a Learning and Development Practitioner.

A Learning 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.

This qualification will enable you to:

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

Entry Requirements:

- Level 4 with Communication.

Articulation options:

Horizontal Articulation:

- National Certificate in Generic Management, Level 5, ID: 59201.
- Higher Certificate in Human Resource Management, Level 5, ID: 96080.
- Higher Education and Training Certificate in Development Practice, Level 5, ID: 23095.
- National Diploma in ABET Practice, Level 5, ID: 20159.

Vertical Articulation:

- Advanced Certificate in Education, Level 6, ID 20473.
- National First Degree in Occupationally Directed Education, Training and Development Practices, Level 6, ID 48871.
- National First Degree in ABET Practice, Level 6, ID 20485.

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

Knowledge Modules:

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

Total number of credits for Knowledge Modules: 50.

Practical Skill Modules:

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

Total number of credits for Practical Skill Modules: 76.

Work Experience Modules:

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

Total number of credits for Work Experience Modules: 64.