

Higher Apprenticeship in CIPD Organisational Learning and Development Pathway

The Associate Diploma in Organisational Learning and Development is designed to develop high-performing L&D professionals who understand how to use L&D practices to meet organisational needs and add value to the business.

Upon completion learners will be eligible for Associate Membership of the Chartered Institute of Personnel and Development (CIPD).

This diploma is suitable for a variety of L&D roles, including L&D Managers, L&D Business Partners, Head's/Directors of L&D, Facilitators, Training Deliverers, Assessors, Instructional Designers and Digital Learning Designers.

The qualification includes:

- Associate Diploma in Organisational Learning and Development
- Essential Skills Wales Level 2 in Communication
- Essential Skills Wales Level 2 in Application of Number
- Essential Skills Wales Level 2 in Digital Literacy

Qualification and Delivery Overview

Learners will be required to complete 3 core units, 3 specialist units and 1 unit from a choice of 2 additional specialist units.

Core Units: Learners will complete all 3 core units as follows:

Unit 1: Organisational performance and culture in practice

Areas covered within this unit:

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| <ul style="list-style-type: none"> • The connections between organisational structure and strategy • Organisational priorities, how to interpret theories and what drives change • How to build diversity and inclusion • How people practice connects and supports wider strategies |
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Unit 2: Evidence-based practice
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Areas covered in this unit:

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| <ul style="list-style-type: none"> • The methods applied to diagnose challenges and opportunities • Critical thinking and how different ethical perspectives can influence decisions • The benefits and risks of solutions for improving people practice issues • How to measure the impact people practice makes to organisations |
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Mae'r Rhaglenni Prentisiaeth, Hyfforddeiaeth a Thwf Swyddi Cymru, a arweinir gan Lywodraeth Cymru, yn cael cymorth ariannol gan Gronfa Gymdeithasol Ewrop

The Apprenticeship, Traineeship and Jobs Growth Wales Programmes, led by the Welsh Government, are supported by the European Social Fund



Unit 3: Professional behaviours and valuing people

Areas covered in this unit:

- How to champion inclusive and collaborative strategies
- How to design and evaluate solutions for positive working relationships
- How the role of a people professional is evolving
- How to assess your own strengths, weaknesses and development areas

Specialist Units: Learners will complete all 3 core units as follows:

Unit 1: Supporting self-directed and social learning

Areas covered in this unit:

- The concepts of self-directed and social learning and the theories behind them
- The steps that organisations take to encourage learning
- How digital innovations encourage and enable self-directed learning

Unit 2: Learning and development design to create value

Areas covered in this unit:

- What needs to be considered when designing learning and development
- Identifying and establishing learning and development needs
- Completing a stakeholder analysis in relation to learning and development
- How to design engaging learning and development solutions

Unit 3: Facilitate personalised and performance focused learning

Areas covered in this unit:

- How to develop a range of personalised, accessible learning resources
- Discussing facilitation techniques to support needs of learners
- The facilitation of learning and delivering inclusive activities that meet objectives
- The concept of 'transfer of learning' and the role of line managers

Additional Specialist Units: Learners will be required to select and complete one of the following 2 units:

Unit 1: Specialist employment law

Areas covered in this unit:

- The purpose of employment regulation and the way it's enforced
- The role played by the tribunal and courts in enforcing employment law
- The main principles of discrimination law
- How to manage recruitment lawfully, and about managing employment rights

Unit 2: Advances in digital learning and development

Areas covered in this unit:

- The impact, risks and challenges of technological development
- Creating engaging digital learning content and the systems for delivering learning
- The skills required to facilitate online learning, including your development plan

How is the Level 5 CIPD Associate Diploma in Organisational Learning and Development qualification achieved?

This qualification is achieved via a combination of learning support including:

- 14 tutor led group support sessions where you will gain knowledge on all the key modules contained within the diploma, these are run during the afternoon or evening to enable access
- access to an online learning platform to access resources, self-study and bite sized activities (videos and quizzes)
- access to an online community for additional support and
- one to one visits to review progress and assess competency of the practical implementation of skills in all module areas.

Each unit typically takes about 6 to 8 weeks to complete with an assessment at the end of each unit. Your assessment is graded and you will receive personalised feedback on each. You'll achieve the qualification by passing all unit assessments.

You will receive student membership to the CIPD for the period of study.

How are the Essential Skills Wales (ESWs) Qualifications Achieved?

Prior to commencement of the apprenticeship you will undertake an online initial assessment via the Wales Essential Skills Toolkit (WEST) against the 3 Essential Skills required for this apprenticeship programme = 1) Communication, 2) Application of Number and 3) Digital Literacy. This will enable us to tailor support around these 3 qualifications.

Where a Learner already holds an ESW certificate or equivalent approved qualification in the subject area of one or more of the required ESWs this can provide an *exemption and they will not need to complete that ESW element of the programme. Where a Learner is not exempt, an Individual Learning Plan (ILP) will be generated from the initial assessment and will include some independent learning via WEST, prior to sessions, preparing the Learner for their assessment.

ESWs are assessed via controlled tasks and confirmatory tests for Communication and Number, Digital Literacy is assessed via a controlled task and structured discussion.

**Exemptions for Essential Skills will be discussed with your ALS Advisor at pre-enrolment stage.*

Please note: acceptance onto the Higher Apprenticeship is subject to Welsh Government funding eligibility criteria and Awarding Organisation (CIPD) criteria. All eligibility criteria will be discussed and checked with interested individuals on the submission of our Stage 1 Application Form.

Please contact us for more information:

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Email: info@alstraining.org.uk

Visit our website www.alstraining.org.uk for a comprehensive list of our training services.