

Are you planning a career in the training industry?

Foundation Certificate in Learning and Development Practice (CIPD)

- ✓ Gain an understanding of the design, delivery and quality management of commercial training
- ✓ The Chartered Institute of Personnel and Development is the most recognised awarding body within HR and Training
- ✓ 19 days tutor led training delivered at the cHRyos Training Centre in Doncaster
- ✓ This course offers Service leavers the opportunity to gain a highly regarded, Level 3 industry qualification over a relatively short period of time at excellent value for money

Who is the course for?

- ◆ This is an intensive course requiring self study and written assignments and whilst there is no experience required to attend this course, those who have experience in training delivery will be at an advantage. It is recommended that Service leavers should be numerate and literate to at least Level 2
- ◆ Training is aimed at Service leavers who are considering a career as a Co-ordinator, Manager or Consultant within the training sector or within the Learning and Development department of a blue chip organisation.



Course Structure

Within this 19 day course you will cover the following:

- ◆ Becoming an effective learning and development practitioner
- ◆ Evaluating learning and development activities
- ◆ Identifying learning and development needs
- ◆ Designing learning and development activities
- ◆ Delivering learning and development activities
- ◆ Learning and development and the organisation

Assessment

There are no examinations included in the assessment process.

Assessment is by a combination of written assignment and practical activities taking place in the classroom.

Some time is built into the programme as 'Assessment activity workshops and tutorials' during which learners will have supported time to work on written assessments or prepare for observed practical activities.

What support will I receive?

- ◆ Training is delivered in a modern training facility at cHRysoS training centre near Doncaster where all supporting materials and library are available throughout the course.
- ◆ No pre course work is required
- ◆ You will receive 19 days face-to-face training as well as advice and support from the Tutor throughout the course.



Further Study

This course will provide an excellent foundation for those seeking to further their career in a learning and development role and is especially useful to anyone seeking employment with a blue chip organisation as an L&D manager or consultant.

CTP offer a range of related training courses which you may wish to consider, including:

- ◆ Level 3 Certificate in Education and training
- ◆ NVQ Assessors award
- ◆ Level 3 EAT with NVQ Assessor

Those seeking to enter into roles where financial budgeting or planning is required may also like to consider our Finance for Non-Financial Managers course.

Employment Opportunities

There are a large number of opportunities available UK wide which require applicants to hold a CIPD Learning and Development qualification and some of these job titles include:

- ◆ Learning Consultant
- ◆ L & D Manager
- ◆ Learning and Development Advisor
- ◆ Operational Training Manager



The average salary for a Learning and Development Manager is currently £40,942 pa (www.indeed.co.uk)

Course Fees and How to Fund

The course is Non-Contract Funded and therefore Service leavers are required to fund the course before attendance.

Course Cost:	£1742.00
Assessment Fees	£206.00
Registration Fees	£46.00
Total cost:	£1994.00



Enhanced Learning Credits and IRTC can be used as part payment for this course. For advice on funding please speak to your Service Resettlement Advisor.

Please note: All Service leavers are required to pay for CIPD Membership which is not included within the course costs stated above. Payment will be made directly to CIPD and details will be provided within the course joining instructions.

To book your place on this course, contact us today
01252 954007 | CourseBookings@ctp.org.uk

