

Level 3 Certificate in Learning and Development



Overview

This course is for learners who work or want to work as Trainers/Tutors/Assessors within the Railway Industry.

Booking Your Award

To book a Level 3 Certificate in Learning and Development training course or to enquire for further information, please contact bookings@assesstech.com, where a member of the **AssesTech** team will be happy to assist.

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What's covered in the Course

This qualification allows learners to learn, develop and practise the skills required for employment and/or career progression as a Trainer/Tutor /Assessor within the Railway Industry, equipping learners with the skills to:

- Identify training and development needs of learner
- Plan for, design and develop learning and development opportunities
- Provide high quality learning opportunities
- Facilitate and support learner progress and achievements
- Assess learner performance
- Review the effectiveness of learner opportunities
- Contribute to the quality assurance process

Qualification

The course will result in the following qualification from **City & Guilds**, providing candidates successfully complete all work:

- Level 3 Certificate in Learning and Development

Units

The Certificate is made up of the following units:

Mandatory (Group A) - Learners must achieve all 12 credits

- **Unit 001** - Understand the principles and practices of learning and development (6 credits)
- **Unit 012** - Reflect on and improve own practice in learning and development (6 credits)

Optional (Group B) - Learners must achieve a minimum of 6 credits from either B1 or B2

B1

- **Unit 008** - Facilitate learning and development in groups (6 credits)

B2

- **Unit 009** - Facilitate learning and development for individuals (6 credits)

Optional (Group C) - Learners must achieve a minimum of 12 credits from any optional groups (including Group B)

C1 (if this group is taken, learners must achieve all 9 credits)

- **Unit 014** - Understanding the principles and practices of assessment (3 credits)
- **Unit 015** - Assess occupational competence in the work environment (6 credits)

C2 (if this group is taken, learners must achieve all 9 credits)

- **Unit 014** - Understanding the principles and practices of assessment (3 credits)
- **Unit 016** - Assess vocational skills, knowledge and understanding (6 credits)

C3 (if this group is taken, learners must achieve at least one unit)

- **Unit 004** - Identify individual learning and development needs (3 credits)
- **Unit 006** - Plan and prepare specific learning and development opportunities (6 credits)
- **Unit 007** - Develop and prepare resources for learning and development (6 credits)
- **Unit 011** - Engage learners in the learning and development process (6 credits)
- **Unit 013** - Evaluate and improve learning and development provision (6 credits)
- **Unit 019** - Provide information and advice to learners and employers (3 credits)
- **Unit 020** - Engage with employers to develop and support learning provision (6 credits)
- **Unit 021** - Understanding the employing organisation (3 credits)

Total: minimum of 30 credits

Course Delivery

Candidates work towards a **City & Guilds** Level 3 Certificate in Learning and Development, as part of which they are provided:

- Classroom Training (two-day course with additional days designed to meet module requirements)
- Account on **AssessBook** (**AssessTech**'s online Learning Management System in which candidates submit evidence and other work for their qualifications)
- Registration with **City & Guilds**
- Certificate upon completion