

L&D Practitioner Level 3 Apprenticeship

L&D Practitioners are typically involved with identifying learning / training needs, designing / sourcing training and learning solutions, delivering and evaluating training, and working with stakeholder / business area managers. The role focus is often on the practical delivery of training. The L&D Practitioner will typically have expertise and competence in their specific field whether it be technical, vocational or behavioural (e.g. use of software, food preparation, working in teams). They link the learning within their area of responsibility to business objectives and performance, understanding the learning cycle and working by it. The role can be more specialist, with a focus on and requiring in-depth expertise in a specific area of L&D such as learning design, e-learning or digital / blended learning.

OVERVIEW OF PROGRAMME

Below are examples of what the Apprenticeship may include. By selecting specified units, Apprentices can also work towards achievement of the CIPD Level 3 Diploma and in doing so, will also cover most of the knowledge and skills required for the Level 3 Apprenticeship.

-  Technical and journeys
-  Identifying needs
-  Creation, innovation and development
-  Delivery
-  Evaluation and continuous improvement
-  Team work and collaboration

END POINT ASSESSMENT

To successfully complete the Apprenticeship, each Learner must pass an independent End Point Assessment, which includes:

- **Consultative Project**
- **Professional Discussion**

Successful outcome will be graded as either Pass or Distinction.

DELIVERY STRUCTURE

Programme delivery is flexible and is tailored to meet industry, sector and roles needs. Apprentices benefit from a blended learning programme that includes:

- Skills coach and tutor support
- Online learning and delivery sessions
- Self-study tasks
- Regular progress reviews, calls or visits with their skills coach
- English/Maths specialist tutor support where required

**GIVE YOUR EMPLOYEES
THE OPPORTUNITY TO
ELEVATE THEIR CAREER
WITH AN APPRENTICESHIP AND
BECOME A LEADER IN YOUR
BUSINESS TODAY...**



SKILLS AND BEHAVIOURS

- 🌿 Identification and training/learning needs
- 🌿 Training/learning design
- 🌿 Training/learning delivery
- 🌿 Team work and collaboration
- 🌿 Communication and interpersonal skills
- 🌿 Constant and curious learner
- 🌿 Collaborative partner
- 🌿 Passionate and agile deliverer

KEY INFORMATION

- 🌿 **Duration of Programme:** 16 months
- 🌿 **Qualifications Gained:** Level 3 Apprenticeship in L&D Practitioner, CIPD Level 3 Diploma (embedded qualification), Level 2 in Functional Skills Maths and English (if applicable)
- 🌿 **Typical Job Roles:** L&D Practitioner, Training Coordinator, Talent Coordinator and L&D Coordinator
- 🌿 **Progression:** May be eligible to apply for Associate membership of the Chartered Institute of Personnel and Development (CIPD membership is subject to the professional bodies own membership requirements). The apprentice can choose to stay within core L&D or diversify into one of the specialist areas of L&D or progress onto L&D Level 5
- 🌿 **Programme Value:** £4,500 (funded by Levy or Government funding depending on company size)

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