



CIEH Level 3 Award in Training Skills and Practice

Length of course: 3 days

Is this the right course for me?

The CIEH Level 3 Award in Training Skills and Practice is aimed at those who want to develop practical training skills and/or meet the minimum training requirement for registering to deliver CIEH vocationally related qualifications without public funding. Completing this award will equip you with the basic knowledge and skills required to develop and deliver training programmes, provide learning support and take responsibility in managing the learning process.

There are no formal requirements for learners who want to take this qualification. However, a basic assessment of the learner's suitability will be completed before commencing the course.

What will I learn?

The qualification is designed to enable you to:

- understand their own role, responsibilities and boundaries of role in relation to training
- understand appropriate training and learning approaches within a specialist area
- demonstrate their session planning skills – plan, deliver, observe and evaluate a micro-teach session
- understand how to deliver inclusive sessions that motivate learners
- understand the use of different assessment methods
- understand the need for accurate record keeping.

How will I learn?

You will learn in a variety of ways including group discussions, tutorials, role-plays, presentations, workshop activities, case studies and reading and research activities.

Will I gain a qualification?

To be successful in the assessment, you must submit one assignment, which involves delivering a micro-teach session and observing four others.

The assignment is first marked by the trainer and then moderated and, if necessary, second marked by the CIEH. Candidates will be awarded a pass or fail grade. On successful completion of the assessment you will gain Level 3 Award in Training Skills and Practice.

What can I do next?

On achieving this qualification, you may progress onto a Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (PTLLS).

Certificate in Teaching in the Lifelong Learning Sector (CTLLS)

Diploma in Teaching in the Lifelong Learning Sector (DTLLS)

Other course information can be found on www.nextstep.org.uk or with a NEXT STEP advisor.

What do I need to bring to the classes?

You will need to bring a notepad and folder to keep handouts and notes together.

Can I talk to someone about my course before I start it?

It is usually possible to put you directly in touch with the tutor if a member of the skillscentre:mk team cannot answer your query.

If you need to contact us:

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