

## Purpose statement

The following purpose is for **the City & Guilds Level 3 Certificate in Learning and Development (600/2746/0)**

Area	Description
OVERVIEW	
<p>What does this qualification cover?</p>	<p>The City &amp; Guilds Level 3 Certificate in Learning and Development prepares learners for all aspects of planning and delivering learning and development (also referred to as training and development) and assessment of qualifications in the workplace.</p> <p>Learners must achieve 12 credits from the mandatory units:</p> <ul style="list-style-type: none"> <li>• Understand the principles and practices of learning and development</li> <li>• Reflect on and improve own practice in learning and development</li> </ul> <p>A further 18 credits must be chosen from 14 optional units that cover: facilitating learning and development for individuals and in groups, assessment principles, assessing occupational competence, assessing vocational skills and knowledge, identifying learning and development needs, improving own practice in learning and development, preparing resources, engaging with employers and providing information and advice to learners.</p> <p>For further information on the structure and the units that must be taken, please refer to the qualification handbook on the website:  <a href="http://www.cityandguilds.com/qualifications-and-apprenticeships/learning/training-and-development/6318-learning-and-development#tab=documents">http://www.cityandguilds.com/qualifications-and-apprenticeships/learning/training-and-development/6318-learning-and-development#tab=documents</a></p> <p>Through this qualification you will develop the knowledge and skills needed to plan, prepare and deliver learning development programmes in the workplace.</p>
WHAT COULD THIS QUALIFICATION LEAD TO?	
<p>Why choose this qualification over similar qualifications?</p>	<p>This qualification provides the skills and knowledge required for a range of learning and development roles, including:</p> <ul style="list-style-type: none"> <li>• Assessor</li> <li>• Training Development Officer</li> <li>• Learning Centre Supervisor</li> <li>• Work Based Learning Coordinator</li> <li>• Learning and Development Advisor</li> </ul>

	Other qualifications in learning and development provide a basic introduction to the sector or prepare the learner for specific roles such as learning delivery, coaching and mentoring.
Alternatives routes to achieve the same outcome?	The Level 3 Certificate in Learning and Development is also a component qualification within the Level 3 Learning and Development apprenticeship framework.
How this qualification supports the identified outcome(s)?	<p>This qualification is for those working in a range of learning and development roles with employers. It is designed for full or part time workers, paid and voluntary, permanent or temporary, as well as day or night workers.</p> <p>This qualification can help individuals to progress into roles with additional management responsibilities or onto further learning opportunities such as the Level 4 Diploma in Learning and Development and Level 4 Certificate in Managing Learning. Additional career opportunities also exist in teaching and training and human resource management, through the appropriate training and qualifications.</p>
<b>WHO SUPPORTS THIS QUALIFICATION?</b>	
Employer/Higher Education Institutions	This qualification is widely recognised for learning and development, including assessment of vocational learning and occupational competence where applicable.