

Level 3 Award in Assessing Competence in the Work Environment

Overview

The Level 3 Award in Assessing Competence in the Work Environment is for practitioners who assess the demonstration of competence in a work environment using the following assessment methods: observation, examining work products, oral questioning and discussion, use of others (e.g. witnesses), learners statements and Recognition of Prior Learning (RPL).

This qualification consists of one theory unit which assesses a candidate's knowledge of the principles and practices of assessment and one practical unit which assesses a candidate assessor's competence in assessing the occupational competence of others. Primary evidence for the learning outcomes must come from the candidate assessor assessing two real learners on two occasions in a real work environment against approved standards/criteria. These assessments will be observed.

This Award will help with understanding the principles behind “holistic” assessment practices, then applying the knowledge gained in practice. It will prepare candidates for the assessor role or those with responsibility for staffs’ learning and development where these activities are a whole, or a part of their role.

The benefits of this qualification to the candidate

For candidates this qualification provides an opportunity:

- To gain the knowledge, skills and understanding they need to practice work-based assessment
- For continual professional development

The benefits of this qualification for business

For business the benefits include:

- Staff qualified to assess to National Occupational Standards

Who is this qualification suitable for?

This qualification is intended for experienced practitioners who aspire to assess occupational competence in the work place.

Candidates may be working in one of the following roles although this list is not exhaustive:

- Managers with supervisory responsibility
- Tutor
- Practitioners involved in, or with responsibility for staffs learning and development where this is wholly or a part of their role. This qualification is also ideal for those assessors or active vocational assessors who want to get back to the basic fundamental of assessment.

Delivery

This qualification is competence based, this means that it is linked to a candidate's ability to completely perform a range of tasks connected with their work. Assessments will be carried out on their daily activities using a range of planned assessment methods.

Support

Candidates will be allocated a tutor who is a subject specialist within the field of learning and development. Their tutor will support and advise candidates throughout their qualification and will:

- Provide a comprehensive induction to the qualification
- Discuss with candidates the most appropriate methods of assessment, these may include: observation, work products, witness testimonies, discussion, written questions and answers
- Support candidates in developing their knowledge and understanding
- Plan with candidates how to meet the qualification requirements
- Review and feedback on the work candidates complete

Learning and assessment

Candidates are required to demonstrate that they meet the requirements of the qualification by producing a portfolio of evidence. Candidates will be given an account for our web based learning and assessment system (iLearner). Via this system candidates will be able to:

- Progress at a pace that best suits them
- View up-to-date, on-going progress
- Study when, and where, they want
- Have instant access to all of the learning materials needed to develop their knowledge and understanding
- Communicate with those important to them in achieving their qualification
- Use more exciting and innovative forms of evidence.
- 24/7 activity is possible

Qualification duration

This is dependent upon the candidate's individual circumstances but generally the qualification duration is between 3 - 6 months.

Qualification content

To achieve this qualification candidates must complete a minimum of 9 credits.

Mandatory units:

Candidates will achieve 9 credits through the completion of the two mandatory units.

- **Understanding the Principles and Practices of Assessment** – requires you to know and understand the principles and practices that underpin assessment (3 credits).
- **Assess Occupational Competence in the Work Environment** – is to assess your performance in assessing occupational competence in an individual's work environment (6 credits).

Entry requirements

Candidates must be in a position where they can generate evidence to meet the requirements of the unit(s). Candidates will need to have a professional qualification and/or have demonstrated occupational competence in the area in which they wish to assess. Candidates will need to have access to a minimum of two learners or 2 members of staff for whom they have staff development responsibility who are undertaking a vocational programme in their area of expertise. Candidates must be aged 19 or over

Qualification start date

Candidates can start this qualification at any time.

Resources

Candidates will be provided with all the resources needed to complete this qualification at no additional cost.

Progression

Candidates may wish to progress to the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice.

Questions

Please contact us:

- Call us on 0191 6600355
- Email us info@roveconsultancy.co.uk
- Visit us: www.roveconsultancy.co.uk