

FACILITATION SKILLS (Train-the-Trainer)

AN **ETDP SETA ACCREDITED** SKILLS PROGRAMME WITH



— SIGNIFY —

LEARNING ACADEMY

where learning becomes a journey

UNIT STANDARD COVERED

UNIT STANDARD NAME	Facilitate learning using a variety of given methodologies
UNIT STANDARD ID	117871
NQF LEVEL	NQF Level 5
CREDITS	10 Credits

SKILLS PROGRAMME PURPOSE

This unit standard will provide recognition for those who facilitate or intend to facilitate learning using a variety of given methodologies. Formal recognition will enhance their employability and also provide a means to identify competent learning facilitators.

WHO SHOULD ATTEND?

Anyone who facilitates or intend to facilitate learning using a variety of given methodologies.

COURSE OUTLINE

MODULE 1 – PLAN AND PREPARE FOR FACILITATION

- Analysis of learner and learning needs
- Plans cater for needs of learners and stakeholders
- Resources, locations, and personnel are arranged to suit intended delivery
- Learning material preparation
- Learning material content
- Facilitation methods
- Facilitation process
- Learning environment
- Review criteria

MODULE 2 – FACILITATE LEARNING

- Learning facilitated in a coherent manner
- Learning environment and facilitation approach promotes open interaction
- Development of concepts through participation
- Groups managed in line with facilitation principles
- Questioning techniques consistency

- Monitoring learner progress

MODULE 3 – EVALUATE LEARNING AND FACILITATION

- Learner and stakeholder feedback on facilitated learning
- Strength and weaknesses of the planning, preparation and facilitating of learning
- Review and recommendation

DURATION



3 Days

LOCATION



Public (at our premises in Centurion) – An individual attending

or

On-site (at your company premises) – A minimum number of learners, please enquire

CERTIFICATION / RECOGNITION



Upon completion, the learner will receive a Certificate of Attendance. Upon verified Competence, the learner will receive a Certificate of Competence from the ETDP Seta.

SIGNIFY ENTRY REQUIREMENTS

The credit calculation is based on the assumption that learners are already competent in the learning area in which they will provide training.

JOB OPPORTUNITIES

The unit standard covered in this skills programme will contribute towards the achievement of a variety of qualifications particularly within the field of Education Training and Development Practices as well as Human Resource Development. For example:

- 50334, NC: Occupationally Directed Education, Training and Development Practices, NQF Level 6.
- 50331, NC: Occupationally Directed Education, Training and Development Practices, NQF Level 5.

The following job opportunities exist in the Educational industry: -

- Freelance/Permanent employment opportunities as Training Facilitator, Assessor and/or Moderator for a Skills Development Provider
- Learning Material Content Designer and Developer for both short courses and NQF aligned material
- Training Manager in any corporate company
- HR related vacancies where Skills Development background is an entry level requirement
- Lecturer at a private or public college
- Microsoft Certified at Department of Labour Special projects (Qualified Trainer Certificate as entry level requirement)
- Seta Project Managers (internal / external)

CONTACT US



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