

QCTO SP: Skills Development Facilitator Course

INVEST IN KNOWLEDGE
INVEST IN YOUR FUTURE

Factsheet

Title: Skills Development Facilitator | Skills Programme ID: SP-220321 | NQF Level: 5

Duration below is for the Knowledge & Practical Modules ONLY | It does not include the Workplace Module

Duration: 5 days (Face-to-Face) | 5 days (Online) | 5 days (Distance Learning)

Workplace Module: 46 working days | Total Skills Programme duration: 51 days | Credits: 40

Course description

Academy Training Group's Skills Development Facilitator course will equip learners with the required knowledge and skills to identify training needs, draw up Workplace Skills Plans and Annual Training Reports and implement Quality Management Systems in an organization.

It is the SDF's responsibility to ensure that the skills development plan is followed and properly administrated. They should also implement a quality management system (QMS) for skills development practices in an organization.

Course Content

- **Knowledge Component (5 days combined with the Practical):** The Statutory Learning and Development Environment; Workplace Learning and Development Planning, Evaluation and Reporting.
- **Application Component:** Plan, Conduct and Report on a Learning and Development Needs Analysis.
- **Workplace Component (46 working days):** Conduct Skills Development Facilitation Processes as Required for Mandatory Grant Payments. Completed after the 5 training days, in the workplace or with ATG as an accredited Workplace Provider.

QCTO
Quality Council for Trades & Occupations

Why attend this course?

- Acquire Essential Knowledge and Skills.
- Meet High Standards in Professional Skill Enhancement.
- Promote a Learning Culture.
- Handle Administrative and Coordination Tasks.

Who should attend?

- Anyone responsible for submitting Workplace Skills Plans (WSP) and Annual Training Reports (ATR) and SDF's.
- HR Managers / HR Practitioners
- Training / L&D Managers and Coordinators
- EE / Transformation Managers
- BBBEE Consultants and Verification Professionals

FISA & Certification

- The Final Integrated Summative Assessment (FISA) is conducted under controlled QCTO assessment conditions.
- The FISA is scheduled for the first working day after the Workplace Module is completed and the Portfolio of Evidence declared competent.
- Learners are registered with the QCTO within 5 working days of the training start date; FISA results are submitted within 21 working days of the FISA date.
- Once declared competent in the FISA, the QCTO issues the statement of results and the certificate.

Get in touch with us

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