

# Skills Development Facilitator

## Skills Programme



MACCAUVLEI

Accredited by the ETDP Seta – no. ETDP0126

### UNIT STANDARDS COVERED

Unit Standard ID NQF Level & Credits	Unit Standard Title
US 15217 NQF Level 5 6 Credits	Develop an organisational training and development plan
US 15218 NQF Level 6 4 Credits	Conduct an analysis to determine outcomes of learning for skills development and other purposes
US 15232 NQF Level 5 6 Credits	Coordinate planned skills development interventions in an organisation
US 15228 NQF Level 5 10 Credits	Advise on the establishment and implementation of a quality management system for skills development practices in an organisation
US 15227 NQF Level 4 4 Credits	Conduct skills development administration in an organisation
US 15221 NQF Level 5 4 Credits	Provide information and advice regarding skills development and related issues

### SPECIFIC OUTCOMES

- Analyse current skills and develop skills profile of the organisation
- Assist in the design of a quality management system for skills development practices
- Assist in the design of a quality management system for skills development practices
- Assist in the identification and interpretation of quality assurance
- Conduct an analysis to identify and define the skills requirements of the organisation
- Conduct the analysis
- Contribute to the improvement of systems and procedures related to processing skills
- Coordinate learning interventions
- Define training and development needs and establish priorities
- Develop a training and development plan
- Develop and verify a matrix of outcomes

- Identify and prioritise learners' learning requirements
- Plan and organise learning interventions
- Plan and organise the analysis process
- Plan and prepare to assist in the design and establishment of a quality management system
- Provide advice to an organisation concerning the promotion of skills development
- Provide information and advice concerning learning and assessment
- Provide information and advice on legislation related to skills development
- Provide information related to skills development
- Review and report on learning interventions

### WHO SHOULD ATTEND?

This skills programme would benefit Line Managers responsible for training, educators and developers of training staff, members of Training or Skills Development Committees, HR-, IR- and HRD Managers, anyone required to develop Workplace Skills Plans and reports for Seta's, and anyone involved in delivery of learning interventions ranging from Learnerships to short learning interventions to close skills gaps.

### DURATION OF TRAINING

5 Interactive Days

### MACCAUVLEI ENTRY REQUIREMENTS

- NQF Level 4 / Grade 12 (Matric) Certificate
- Completed Assessor Training (115753) *recommended*
- Completed Moderator Training (115759) *recommended*

### CERTIFICATION

Learners who successfully complete the Portfolio of Evidence will be awarded a Skills Programme Certificate of Competence with the Unit Standards listed.

Public Price **R9,791.00 per person** (excluding VAT).  
For In-House quotes please contact  
[info@maccauvlei.co.za](mailto:info@maccauvlei.co.za)

### Contact Details

For registration forms or more detail please contact us:

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