



**Group Award Number** GA2C 24

**SVQ 4 Learning and Development at SCQF Level 9**

### Standards

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This SVQ is based on standards developed by LLUK. LLUK represents a wide variety of people working in a broad range of occupations.

### Structure of the SVQ

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The way the SVQ is made up is shown below. The unit title appears in bold and the elements that make up each unit are listed under the unit title.

Candidates must complete 8 units for this qualification. This comprises of 3 mandatory units, one or both units within the mandatory optional section and the remaining units from Group B and C. No more than 2 units can be taken from Group C.

### Mandatory Units

#### **FD3R 04**

**Plan and Prepare Learning and Development Programmes (SCQF level 9, SCQF credit 12)**

#### **FD45 04**

**Evaluate and Improve Learning and Development Provision (SCQF level 9, SCQF credit 12)**

#### **FD42 04**

**Reflect On, Develop and Maintain Own Skills and Practice in Learning and Development (SCQF level 7, SCQF credit 4)**

### Mandatory Optional Units (at least 1 unit)

#### **FD3N 04**

**Identify Collective Learning and Development Needs (SCQF level 9, SCQF credit 12)**

#### **FD3P 04**

**Identify Individuals' Learning and Development Needs (SCQF level 8, SCQF credit 8)**

### Optional Units (Group B)

Candidates can select as many units as necessary from this group.

#### **FD3V 04**

**Develop and Prepare Resources for Learning and Development (SCQF level 8, SCQF credit 8)**

#### **FD3W 04**

**Manage Learning and Development in Groups (SCQF level 8, SCQF credit 10)**

#### **FD3X 04**

**Facilitate Individual Learning and Development (SCQF level 8, SCQF credit 11)**

**FD3Y 04**

**Engage and Support Learners in the Learning and Development Process (SCQF level 8, SCQF credit 10)**

**FD41 04**

**Assess Workplace Competence Using Direct and Indirect Methods (SCQF level 8, SCQF credit 10)**

**FD43 04**

**Internally Monitor and Maintain the Quality of Workplace Assessment (SCQF level 8, SCQF credit 12)**

**Optional Units (Group C)**

Candidates can select no more than 2 units from this group.

**DR47 04**

**Develop and Implement Operational Plans for Your Area of Responsibility (SCQF level 8, SCQF credit 11)**

**DR75 04**

**Provide Leadership in Your Area of Responsibility (SCQF level 8, SCQF credit 9)**

**FM4L 04**

**Promote Equality of Opportunity, Diversity and Inclusion in Your Area of Responsibility (SCQF level 8, SCQF credit 10)**

**FD3G 04**

**Encourage Innovation in Your Area of Responsibility (SCQF level 9, SCQF credit 12)**

**FD3J 04**

**Develop Productive Working Relationships with Colleagues and Stakeholders (SCQF level 10, SCQF credit 12)**

**FD3K 04**

**Allocate and Monitor the Progress and Quality of Work in Your Area of Responsibility (SCQF level 8, SCQF credit 14)**

**FD3L 04**

**Build and Manage Teams (SCQF level 7, SCQF credit 8)**

**DR5T 04**

**Manage Finance for your Area of Responsibility (SCQF level 8, SCQF credit 14)**

**FD3M 04**

**Manage Quality Systems (SCQF level 9, SCQF credit 5)**

**Freestanding Unit**

**FD44 04**

**Externally Monitor and Maintain the Quality of Workplace Assessment (SCQF level 9, SCQF credit 12)**