

LEARNING AND DEVELOPMENT PRACTITIONER LEVEL 3



The L&D Practitioner role supports the learning and development (L&D) function to contribute to, and influence, improved performance in the workplace at an individual, team and organisation level. L&D Practitioners are typically involved with identifying learning/training needs, designing/sourcing training and learning solutions, delivering, and evaluating training, and working with stakeholder/business area managers. The role focuses on the practical delivery of training in a specific expertise and competence. L&D Practitioners link the learning within their area of responsibility to business objectives and performance, understanding the learning cycle and working by it. The role can be more specialist, with a focus on and requiring in-depth expertise in a specific area of L&D such as learning design, e-learning or digital/blended learning. The L&D Practitioner is future focused, understands the business context/culture and has a good grounding across the whole training and learning cycles.

Delivery model

The delivery of the programme will be through a blend of online learning, video tutorials, virtual classrooms, 1-1 coaching and practical learning opportunities.

All learning will be supported by dedicated Learning Practitioners.

When you have completed all of the agreed learning and achieved the required exams, you will be invited to attend a gateway meeting to discuss readiness for end point assessment (EPA). If no further learning is identified, you will progress through to EPA. You will be assessed against the requirements of the standard and awarded a final, overall grade for your apprenticeship.

Your commitments

If you do not currently hold English and maths qualifications at level 2, you will undertake Functional Skills at Level 2 as part of your apprenticeship programme.

You are entitled to 20% of your working hours away from your job to complete work towards your apprenticeship programme. Your Learning Practitioner will support you and your employer to measure and record this across the whole of your apprenticeship.





Entry requirements

- Initial Assessments in maths and English at Level 1 or above



Typical duration

13 months + 5 months EPA



Knowledge, Skills & Behaviours

- Technical expertise
- Business & commercial understanding
- L&D Function
- Management Information & technology
- Identification of training/learning needs
- Training/Learning Design
- Training learning delivery
- Evaluation
- Communication and interpersonal
- Teamwork and collaboration
- Constant and curious Learner
- Collaborative partner
- Passionate and agile deliverer



Delivery model

Virtual learning and coaching through:

- Online
- Zoom
- Microsoft Teams
- Workplace Development Activities 1-1 coaching



End Point Assessment

- EPA 1 – Work Based Project with Professional Discussion
- EPA 2 – Presentation based on the Learning Journal

**It's as
easy as...**

**1.
Sign-up**

**2.
Launch
Programme**

**3.
Induction**



Knowledge

Knowledge will be delivered through online webinars, 1-1 sessions and individualised learning resources by our Specialist Learning Coaches. You will learn about business and commercial understanding, technical expertise, management information and technology, identification of training/learning needs, training/learning design and delivery and passionate and Agile Deliverer.

Skills

Skills will be developed through underpinning knowledge delivered by online webinars, 1-1 coaching and workplace mentoring and experiences. Throughout the apprenticeship you will develop skills in identification of training/learning needs, training/learning design and delivery, teamwork and collaboration, communication and interpersonal.

Behaviour

Behaviours – We will support you in developing key behaviours to be an effective Learning & Development Practitioner including: Passionate and Agile Deliverer, collaborative partner and constant and curious learner.

End Point Assessment Requirements

End Point Assessment 1 – Work Based Project with Professional Discussion

First the Apprentice completes a Work based Project and report before progressing onto a Professional Discussion based on the project.

End Point Assessment 2 – Presentation based on the Learning Journal

The Learning journal will include reflective learning that has taken place both on, and off the job throughout the apprenticeship. The presentation will cover three examples from their Learning Journal that best demonstrate: How they have developed their L&D practice and how they now do things differently as a result; and/or How they developed their understanding of best practice in that area, followed by 3-5 open ended questions to seek further clarification.