

FIELD OF STUDY	Education
PROGRAMME TITLE	Skills Development Facilitation Practitioner (SDF)
CONTENT ID	KM-01, KM-06, PM-02, WM-02
NQF LEVEL	5
CREDITS	40
METHODOLOGY	Blended learning (online study with virtual classroom facilitation and support)
PROGRAMME DURATION	Maximum six months
WORKPLACE IN-SERVICE	Ten days

DESCRIPTION

A Skills Development Facilitation Practitioner plans for, conducts, and administers skills development planning in an occupational context.

Candidates are provided with hands-on techniques in order to comply with the regulations and processes around skills development planning, recording, and reporting.

SCOPE

This part qualification is designed for current or prospective skills development facilitation (SDF) practitioners who are responsible for skills development administration within an organisation, i.e. completion and submission of the workplace skills plan & Annual Training Reports.

CAREER FIELDS / FURTHER STUDIES

Successful candidates can pursue careers in the role of an internal Skills Development Facilitation Practitioners for an organisation or work as consultants.

PROGRAMME OUTLINE

Module Code	Module Title	Credits	Content sharing
KM-01	The statutory learning and development environment	8	Onramp: 30 days Workplace: 10 days
KM-06	Workplace learning and development planning, evaluation, and reporting	8	
PM-02	Plan, conduct and report on a learning and development needs analysis	16	
WM-02	Conduct skills development facilitation (SDF) processes as required for mandatory grant payments	8	
	Internal Summative Assessment	40	

ASSESSMENT AND CERTIFICATION

Candidate portfolios are assessed by a registered assessor. Learners will receive a statement of results from QCTO and a certificate of competence from NewSkills Education.

PROGRAMME OUTLINE

This skills programme is offered through our online learning platform which is accompanied by online (ZOOM) facilitation sessions. You will mostly work through the learning material on your own, but you will have the support of an assessor whenever you need it.

PROGRAMME FORMAT

Once you have registered and paid the required fee, you will receive your login details via SMS for OnRamp – our online platform. This platform can be accessed from any smartphone, laptop, desktop, or tablet with internet access. You will be able to work offline once you have logged in.

You can work through the content on the online platform, together with the guides that are sent to you. There will be online facilitation sessions that you may join in and two compulsory sessions in order to meet the programme requirements.

ACCREDITATION

NewSkills Education is fully accredited for this part-qualification by the QCTO.

Accreditation number is QCTOSDP00181210-1485.

COURSE FEES – FULL QUALIFICATION:

Course fees include ALL study material, assessment, moderation, online resources, industry updates and full support from your facilitator & the NewSkills Education staff throughout the programme.

Please contact us for more information on the fees and payment plans.

DISCLAIMER

The information contained in this Info sheet is accurate and deemed correct at the time of printing. However, changes may occur above and beyond the control of NewSkills Education. In the event of any changes NewSkills Education will maintain the content and notify learners of any changes if and when they occur

