

NOCN Level 2, NVQ 3 AND 4 ADVICE AND GUIDANCE COURSES

NOCN Level 2 Developing Information Advice and Guidance Skills

Award (2 units)

The programme provides training and assessment leading to two units of the above level 2 qualification, offering an introduction to the world of Information, Advice and Guidance (IAG) and an awareness of good practice in the field.

Certificate (5 units)

The qualification introduces topics such as the scope and context of IAG; typical IAG activities: communication and engagements skills; work based learning; models of helping; professional and role boundaries, signposting to other agencies; the equal opportunities agenda and ethical practice; reflection and self development. To achieve the level 2 Certificate candidates undertake peer assessment, write a reflective diary and submit a portfolio of written work.

The NOCN courses are suitable for front-line workers in a variety of advice and information roles who can take advantage of the learning and development involved.

NVQ 3 Advice and Guidance (6 units – full qualification)

Training and accreditation for practitioners delivering information or advice through one-to-one intervention in a range of settings.

NVQ 4 Advice and Guidance (8 units – full qualification)

Training and accreditation for practitioners delivering information, advice or guidance through sustained one-to-one interventions in a range of settings, have networking responsibilities and manage their own caseload.

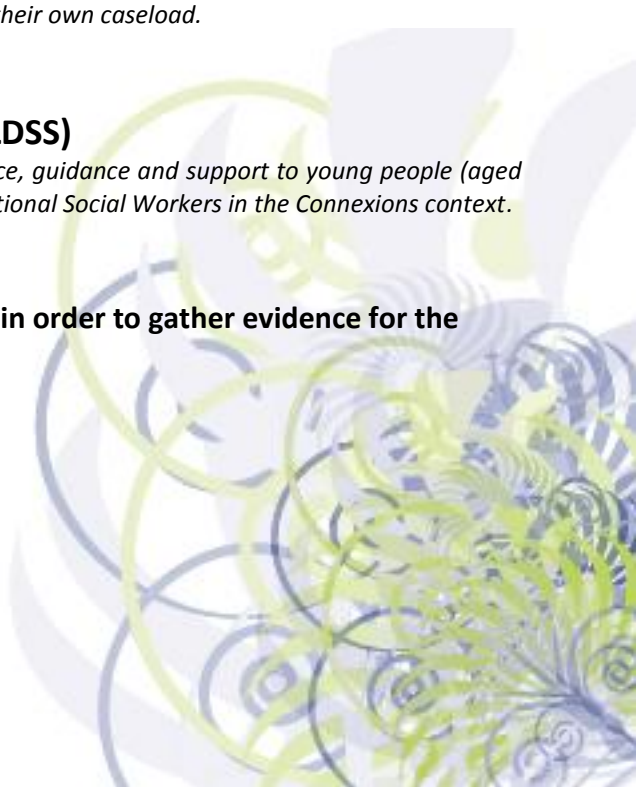
NVQ 4 Advice and Guidance ('top up' from level 3 – 4 units)

Training and accreditation for IAG practitioners who have completed NVQ3 Advice and Guidance and whose job role now requires them to deliver more sustained guidance interventions and manage their own caseload.

NVQ 4 Learning, Development and Support Services (LDSS)

This qualification covers the role of advisers working to deliver in-depth advice, guidance and support to young people (aged 13-19) in Personal Adviser or Key Worker roles, as Learning Mentors or Educational Social Workers in the Connexions context.

Practitioners need to be delivering IAG in their current job role in order to gather evidence for the NVQ qualifications.



Mode of Study: NOCN
Blended learning - a mixture of teaching/workshops/individual support.

NVQ
Blended learning - a mixture of teaching/workshops/individual support/workbased observations.

Completion: Level 2 candidates should achieve the qualification within 3 months
NVQ 3 candidates should complete within 9 months
NVQ 4 candidates should complete within 12 months

SESSION DATES OF NEXT COURSES 2010/11

NOCN Level 2 (2 unit)	Thursdays	7 October 21 October 11 November	14 October 4 November
NVQ 3 Advice & Guidance	Thursdays	23 September 11 November 6 January	14 October 9 December
NVQ 4 Advice & Guidance	Tuesdays	28 September 16 November 11 January 1 March	12 October 7 December 1 February
NVQ 4 LDSS	Tuesdays	28 September 12 October 7 December 1 February 29 March	5 October 16 November 11 January 1 March

Venue: Huddersfield Connexions Centre
24 High Street
Huddersfield HD1 2LR

Contact: C & K Training for an application form or more information
01484 226775 or email info@cktraining.co.uk

Achievement of these qualifications can help towards matrix Accreditation and meets many quality standards and funding requirements.

