

LSILADD07 - SQA Unit Code H9F7 04

Facilitate individual learning and development



Overview

This standard is about using a range of methods to enable individuals to acquire or improve skills and knowledge and practise their application in context. It also covers providing feedback to learners and encouraging them to reflect on and improve what they do. This standard could be achieved as part of a coaching and/or mentoring relationship.

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Performance criteria

- You must be able to:*
- P1 establish and maintain a professional relationship with the learner that supports individual learning and reflection
 - P2 explore and agree the learner's objectives, learning needs and goals
 - P3 agree a plan of learning, application and reflection
 - P4 use a range of methods and resources to help the learner acquire/develop the skills and knowledge they need
 - P5 support the learner in applying their learning in context
 - P6 provide constructive and motivational feedback to improve the learner's application of learning
 - P7 assist the learner to reflect on their practice and experience
 - P8 adapt learning, application and reflection to meet further needs
 - P9 maintain the health and safety of the learner, self and other people

Knowledge and understanding

You need to know and understand:

- K1 the principles, uses and value of learning and development on an individual basis
- K2 the characteristics of a relationship that supports individual learning, application and reflection
- K3 aspects of equality and diversity that need to be addressed when facilitating individual learning and development
- K4 the importance of reflective practice in individual learning and development
- K5 key factors to consider when setting and agreeing goals with individual learners
- K6 the range of delivery methods appropriate to individual learning
- K7 the range of resources, including support from others, that are available to support individual learning
- K8 how technology can enhance resources and delivery methods for individual learning
- K9 the range of techniques that can be used to encourage reflective practice by the learner
- K10 how to support different types of learners in applying new or enhanced learning in context
- K11 the types of barriers that learners encounter and how to develop strategies to overcome these
- K12 how to adapt learning plans in response to learner progress and reflection whilst still focusing on learner needs and desired outcomes
- K13 how to assess and manage risk in own area of work whilst facilitating learning and development for individuals

Additional Information

Please visit the website link to access the NOS suite including the Introduction, which contains valuable context and background information for this suite of NOS.

<http://webarchive.nationalarchives.gov.uk/20110414152025/http://www.lluk.org/standards-and-qualifications/standards/learning-and-development-national-occupational-standards/>

Glossary

Application

The process applying new or improved skills and knowledge in a real or realistic context, for example a work situation

Goals

This refers to interim targets or steps towards learners meeting overall outcomes and objectives

Health and safety

This includes physical health and safety as well as emotional well-being

Learner objectives

These will usually be performance objectives – for example doing something or doing something better

Methods

Any method that supports individual learning and development, for example, instructions, demonstrations, opportunities to apply knowledge and practise skills, experiential learning, individual projects and research

Other people

This refers to others who may be involved in, or affected by, the learning activities, for example, staff members, volunteers, assistants or people in the same area

Reflection/reflective practice

The process of thinking critically about what we do, identifying opportunities for improvement and, where appropriate, further learning needs

Resources

This covers any physical or human resource that supports the learning and development process and could include technical equipment, Information Technology-based learning, handouts, workbooks, people – for example outside speakers – and visits to places of interest

Risk

This relates to any risk to the facilitation of learning and development. This includes health and safety but could also cover, for example, the risk of setting unrealistic goals or selecting inappropriate learning methods

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Suite	Learning and Development (2010); Combined Working Practices; Local Government Skills; Community Fire Safety
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