

Certificate in Teaching in the Lifelong Learning Sector (CTLLS)

Course summary

Certificate in Teaching in the Lifelong Learning Sector (7304) is provided as an intermediate course for those who wish to train or teach. It is a qualification that will equip a wide range of trainers, facilitators and teachers to support learners. Run by LearnInvicta Limited and accredited through City & Guilds.

Prerequisites

You are required to have completed the PTLLS qualification; you must be qualified in the subject you intend to teach by virtue of holding an appropriate professional qualification or employed in a training/teaching role. Candidates will come from a variety of vocational backgrounds, but will be seeking to gain a qualification for the 'associate' teaching role. They may already be in-role, or have no prior experience, but must have access to 30 hours of teaching practice in a recognised location.

Course description

This qualification is designed for those in an associate teacher role. It also offers a progression to the Level 5 Diploma in Teaching in the Lifelong Learning Sector (DTLLS), where candidates can carry forward the 15 credits achieved in the first two units of the 7304 Certificate. These qualifications confer the required skills and knowledge to fill the newly named 'Associate Teacher' and 'Full Teacher' roles in the Lifelong Learning Sector.

There are 10 Programme Sessions:

Each session will be a full day and will involve a combination of:

- Activities
- Group discussions
- Presentations
- Simulations
- Case studies
- Workshops
- Reading and research
- Role play
- Micro-teaching

Units within this qualification

Mandatory Units

- Preparing to teach in the Lifelong Learning Sector
- Planning and Enabling Learning
- Principles and Practice of Assessment

For more information please contact

Telephone: 01634 778560 or Email: admin@learninvicta.co.uk
Internet: www.learninvicta.co.uk

Optional Unit(s)

- Equality and diversity
- Preparing for the coaching role
- Preparing for the mentoring role
- Evaluating learning programmes
- Delivering employability skills
- Principles and practice of instructional techniques
- Specialist delivery techniques and activities

Assessment method

To achieve the CTLLS Certificate you need complete enough units to gain 24 credits. These units are PTLLS (6 credits), Planning and Enabling Learning (9 credits), Principles and Practice of Assessment (3 credits) and optional units to the value of 6 credits. There is a theory and practical assignment for each unit.

It is good practice to keep an ongoing journal/diary. After each session attended, or session you have taught, make a note of what you feel you have learnt, what was good about it and what you need to develop further.

Throughout the CTLLS course, you will need to teach 30 hours, and be observed for at least three of these. Use City & Guilds form 1.9 to log your hours. The practical assignments will all contribute to these hours.

The theory assignments require you to research several points and then deliver a 15 minute micro session to your peers on one of these points. The 15 minutes cannot count towards your 30 teaching practice hours. The optional units do not contain a micro delivery.

There are 120 contact hours (direct study) and 120 non contact hours (self directed study), which includes 30 hours teaching practice, observed for a minimum of four hours over four occasions.

Candidates are required to complete two assignments, one theory and one practical, for each of the mandatory units and those identified for the chosen optional units, to be achieved at level 3 or level 4. The assignments are broken down into smaller assessment tasks, which have an emphasis on creative and 'hands-on' learning.

To achieve the qualification, candidates must successfully complete both the theory and practice assignments covering all five Sections. You will be required to organise your work in a systematic way and produce a programme folder containing all the required tasks.

Target audience

For those who work, or want to work, as:

- Teachers/Trainers/Tutors in the Lifelong Learning Sector and Adult/Community Education
- Trainers of personnel in commerce, industry, public and voluntary sectors or HM Forces
- Technicians and Support Staff in further and adult education
- Part time teachers in further and adult education

Study type and Venue

This is offered as a part time course, which can be delivered at locations of your convenience dependant on numbers.

Course duration and start details

City & Guilds 7304 is run over one day a week for 10 weeks; or a programme of learning to meet the needs of the employer organisation. Start dates are by arrangement.

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