

# Business and Management

## Careers Guidance and Development NVQ Level 6 Work-based

### In Brief

#### Start Date / Duration

There are various start dates throughout the year. The duration of the course is 18-24 months.

#### Entry Requirements

- Participants will normally be delivering in depth careers advice and guidance
- Whilst there are no formal educational requirements, learners should have a background that will enable them to benefit from the programme

#### You will achieve

Level 6 NVQ Diploma in Careers Guidance and Development

### Course Overview

This course is suitable if you provide career advice and guidance, information, employability support and signposting as part of your role. The qualification will provide accredited professional development opportunities for those working in these areas and encourage progression in the sector.

These NVQs are for you if you work in a role where you offer information, advice and guidance (IAG) to others.

The IAG can be offered within any organisation and on any topic, however it is important that you can demonstrate that you have systems and procedures in place to track the IAG given and record the outcomes. The level of the NVQ undertaken will depend upon the level of responsibility the individual has.

NVQs work by testing your abilities in the workplace. To complete an NVQ you need to prove that you can do certain work-related tasks. NVQs are assessed in a combination of ways: By portfolio – you build up evidence of what you've done at work; and by observation – a trainer watches you work and checks that you can do the tasks.

Candidates produce evidence to prove they have the competence to meet the NVQ standards. Trainers sign off units when the candidates are ready. The trainer tests candidates' knowledge,

understanding and work-based performance to make sure they can demonstrate competence in the workplace.

Candidates compare their performance with the standards as they learn. They look at what they have achieved, how much they still need to do and how they should go about it, until they are assessed as competent for a unit or a whole NVQ. The system is right for candidates who already have skills and want to increase them, but also for those who are starting from the beginning. As the system is so flexible, new ways of learning can be used immediately.

## Course Content

You will study a variety of subject areas related to careers guidance for example:

- Career guidance theories
- Using labour market information
- Networking

You can view the full unit content via the link below

<http://www.ocr.org.uk/Images/151185-centre-handbook.pdf>  
[<http://www.ocr.org.uk/Images/151185-centre-handbook.pdf>]

## How will I be assessed?

Continuous assessment of evidence produced and accompanying written reports which forms a portfolio of evidence.

## What Equipment Will I Need?

You will be required to provide paper, writing materials, A4 ring binder file and extra wide dividers.

## Where will I study?

You will study in your workplace.

## What can I do next?

Other work related qualifications depending on your job role and career aspirations.

## How much does the course cost?

Course fees: £1,800 full fee payable.

## Extra information

### Advanced Learner Loans

This course may be eligible for an Advanced Learner Loan. Contact our friendly Information Team on +44 (0)1226 216 123 or email [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk) [mailto:info@barnsley.ac.uk] . about eligibility and how to apply. You can also visit the Advanced Learner Loan [<https://www.barnsley.ac.uk/courses/paying-for-your-course/advanced-learner-loans/>] page.

## Full Fee Payable

If the course is listed as full fee payable, you will have to pay for the course.

## Contact the Information Unit

For further information please contact our friendly Information Team on +44 (0)1226 216 123 or email [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk) [mailto:info@barnsley.ac.uk]

## Additional Learning Support

Our Additional Learning Support team can provide you with the support you need. Please contact them on +44 (0)1226 216 769.

## Disclaimer

Please note we reserve the right to change details without notice. We apologise for any inconvenience this may cause.

**Last updated:** 23rd February 2021

### Want to apply?

Visit <https://www.barnsley.ac.uk/apply> to get started

Call us on **01226 216 123**