

# Business and Management

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

### In Brief

#### Start Date / Duration

The next start date for this course is January. Course start dates are every September, January and April. 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

If you work in a role providing Careers Information and Advice you may wish to consider formalising your skills and knowledge in a high quality, nationally recognised qualification.

CIAG qualifications relate to national occupational standards (NOS) and provide valuable opportunities for individuals to develop skills, gain underpinning knowledge and understanding and demonstrate competence in the workplace or provide continued professional development.

Each qualification has a core of mandatory units which will be applicable to all staff in a CIAG role plus a wide range of optional units to allow specialisation as appropriate.

For Level 6 CIAG, learners will be providing client focused careers guidance and have more involvement in cross service careers planning and provision

### Course Content

The course is made up of mandatory units as follows:

- Preparing to work in the career development sector

- Reflect on and improve professional practice
- Career guidance and development theories and models
- Agree the purpose of client centred career interactions
- Explore and agree the career guidance and development needs of clients
- Use career related information with clients
- Work with other agencies for the benefits of clients and own organisations

Optional units include:

- Use diagnostic and assessment tools with clients
- Promote career related learning to clients
- Lead and manage career development work in an organisation
- Plan, deliver and evaluate presentations
- Use digital technology in the career development sector

## **How will I be assessed?**

The course is assessed through the production of reports with supporting evidence, observation of you giving advice and information, questioning of your knowledge in this area and testimony from your workplace on your work.

## **What Equipment Will I Need?**

You will need a computer and access to the internet.

## **Where will I study?**

You will study through online classes and in your workplace.

## **What can I do next?**

On successful completion of the programme you may wish to consider moving on to undertake a degree in careers guidance.

## **How much does the course cost?**

Course fees: £2,195. An Advanced Learner Loan can be used to pay for this course.

## **Extra information**

### **Advanced Learner Loans**

This course may be eligible for an Advanced Learner Loan.

For eligibility information and details about how to apply, visit the Advanced Learner Loan page. Or contact our Information Team by calling 01226 216 123 or emailing: [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk) [<mailto:info@barnsley.ac.uk>]

## **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. Call 01226 216 769 for further information.

## **Disclaimer**

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

**Last updated:** 3rd October 2024

### **Want to apply?**

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

Call us on **01226 216 123**