



Assessor/Coach

Course Overview

- ◆ This apprenticeship programme includes learning about the primary role of an Assessor/Coach, who manages the assessment of individuals to ensure they are ready for internal or external exams and other qualifications.
- ◆ The apprentice will cover how to communicate constructively and offer emotional intelligence towards others via one-to-ones or small groups, and how to create, modify and review individual learning plans, then receive guidance on assessment practice and coaching methods.
- ◆ They will learn how to plan, stretch and provide feedback that enables their learner to grow in the workplace, industry, or develop their life skills. As part of the programme the apprentice will demonstrate working with colleagues and stakeholders, providing advice and guidance, and supporting with English and maths learning needs.
- ◆ Students will also gain a Level 2 Safeguarding qualification.
- ◆ Some of the core competencies the apprentice will learn include: liaising with employers and colleagues to support the learner's development, giving timely feedback on the progress of relevant skills and knowledge, agreeing and recording targets and progression of learners complying with quality, confidentiality and data protection requirements, complying with awarding organisation requirements, and supporting peer review and quality assurance procedures.

Who is it aimed at?

It's open to all ages - not just school or college leavers, employed adults are eligible too. The course is for anyone already working in the following job roles:

- ◆ Apprenticeship Assessor
- ◆ Training and Development Assessor
- ◆ Assessment Officers
- ◆ NVQ Assessor

It is available to anyone who coaches other staff members and students within an organisation and can enhance learner progress in any industry.

Duration

- ◆ This apprenticeship takes approximately 15 months for the apprentice to fully complete.

How is this apprenticeship delivered?

- ◆ As part of this apprenticeship programme, the apprentice will learn and work on the employer premises, as well as attending three hours of face-to-face lessons once a week at BCoT.

Entry requirements

- ◆ Employers set their own entry specification but the apprentice will complete Maths and English functional skills if they did not achieve GCSE grade 4 or above.

Off-the-job funding rule

- ◆ The funding rules state that 20% of the apprentice's time must be spent completing off-the-job training, this may include different activities and is measured over the course of the apprenticeship.
- ◆ Apprentices will be required to undertake the equivalent of a day's training to meet this funding rule. This could be either attending BCoT, shadowing another department/role, online learning, or manufacturer training and will be fully documented in their portfolio.

Progression opportunities

- ◆ Upon completion of the apprenticeship, with the transferable skills gained, the apprentice can progress further within their profession and onto a Level 4 Internal Quality Assurance of Assessment Processes and Practices qualification.
- ◆ The apprentice may also wish to progress their training further and undertake other relevant qualifications such as the Level 4 Certificate in Education and Training, or the Level 5 Learning and Skills Teacher, which relate to their role in the workplace.

Did you know?

- ◆ An apprentice can be a new or existing employee.
- ◆ Apprenticeships are open to anyone living in England over the age of 16 and not in full-time education.
- ◆ Apprenticeship programmes can go up to degree level.
- ◆ BCoT is one of the largest providers of apprenticeships in the region. We work with large and small employers across all industry sectors.
- ◆ BCoT is in the top 30% of colleges nationally for timely achievement of apprenticeships for all ages and levels - National Achievement Rate Tables 2017/18.

Get in touch

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