

ETDP Registered Skills Programmes

Facilitation Skills

PURPOSE OF THE PROGRAMME

The purpose of this programme is to equip new trainers / facilitators with the necessary knowledge, skills and attitudes to conduct targeted training and development using given methodologies.

PROGRAMME OUTCOMES

On completion of this programme learners will be able to:

- Plan and prepare for training and development
- Deliver presentations for training and development purposes
- Deliver group training sessions
- Facilitate group learning activities
- Review training

PROGRAMME OUTLINE

- Plan and prepare for training and development
- Deliver presentations for training and development purposes
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LEARNING ASSUMED TO BE IN PLACE

Delegates wishing to enroll on this programme should already be competent in the area they wish to facilitate.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL against this unit standard is allowed. Application forms are available from our offices.

METHODOLOGY

Training Programme Duration: 3 Days

Assessment: On-site assessment within three weeks of completing the training. Assessment activities include observing the candidate while facilitating a learning event, evaluation of a facilitation plan produced through the planning and preparation stage and evaluation of a review report produced through the evaluation of own facilitation session.

Certification: This includes obtaining endorsement from the ETDQA.

Unit Standard(s): 117870 - Conduct targeted training and development using given methodologies

NQF Level: 4

Credits: 10

TARGET GROUP

- HR Managers
- Training Managers
- Supervisors
- Line Managers
- Trainers

BENEFITS

- Qualified Facilitators
- Skilled, knowledgeable and confident facilitators
- Improved opportunities to claim skills grants