



## 606-Skills Development Facilitator

### **PURPOSE:**

To capacitate Skills Development Facilitators to manage the training cycle by facilitating the process of planning, executing, evaluation and quality control of the skills development process in an organisation.

### **MODULES:**

1. An overview of Skills Development legislation in SA
2. Skills development in a company
3. Execution of the skills development process
4. Quality assurance

### **Unit Standard**

15217, level 5, credits 6  
15218, level 6, credits 4  
15227, level 4, credits 4  
15228 level 5, credits 10  
15232, level 5, credits 6

### **ASSESSMENT:**

Formative and summative assessments  
Submission of portfolio

### **METHODOLOGY:**

Outcome-based  
Skills practice in the classroom  
Facilitated sessions

### **DURATION:**

5 days – **This portfolio have to be**

### **OUTCOMES:**

At the end of this course, you will be able to:

- Understand and interpret legislation, regulations and structure of SAQA relevant to Skills development:
  1. National Strategic Framework
  2. Skills development legislation of South Africa
  3. Establishment of SETA's
  4. Changes in skills development legislation
  5. ETQA's
  6. Grant Regulations
  7. Employment Equity Act
  8. Broad Based Black Economic Empowerment Act
  9. Other regulations impacting on skills development
- Understand the skills development process in an organisation:
  1. The appointment and role of the SDF
  2. The appointment and role of the training committee
  3. The Workplace Skills Plan (WSP), Planned Pivotal Training (PPT) and Annual Training Report (ATR)
- Facilitate the Skills development process by:
  1. Planning and conducting a skills audit
  2. Design and plan learning interventions
  3. Deliver learning interventions
  4. Evaluate learning interventions

<p><b>completed back at the workplace.</b></p> <p><b>LEVEL:</b> NQF 5</p> <p><b>NOTE:</b> The course was designed in order to ensure full completion of the formatives in the Portfolio of Evidence during the five-day training. Learners are however given a month post the training to make final refinements to the PoE- to do the summative based on 'back in the workplace experience'- for which we provide a guideline.</p>	<ul style="list-style-type: none"><li>• Advise on the establishment and implementation of a quality management system in the organisation:<ol style="list-style-type: none"><li>1. Quality management definitions</li><li>2. Relevant quality management guidelines on SAQA website</li><li>3. SAQA's quality management system: SGB, NSB'S, ETQA'S and QCTO</li><li>4. What the company skills development quality system should include</li><li>5. List of Policies required for an internal Quality Management System</li></ol></li></ul>
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