



# Learning & Development Consultant/ Business Partner

## Welcome to the Learning & Development Consultant/Business Partner programme.

The Level 5 programme is designed to help Senior Learning & Development (L&D) professionals to foster a learning culture within their own organisation. They will demonstrate their expert L&D consultancy skills, aligning learning needs with the strategic ambitions and objectives of the business.

Whilst on programme, Learners will further their understanding of the paradigms, theories and models that underpin effective adult learning and examine the context of the L&D function within their own organisation. They will develop their commercial awareness around budget and resource management and learn how to evaluate return on investment.

Throughout the duration of the programme Learners are eligible to become Student Members of the Chartered Institute of Personnel and Development (CIPD). Once completed, Learners will have gained a nationally recognised Apprenticeship Standard and will be invited to join CIPD as an Associate Member.

## ABOUT INTEC BUSINESS COLLEGES

We are a national training provider, who have worked with organisations across the UK helping them to upskill their workforce through vocational qualifications since 1982. Our mission is to enable our Learners to develop, progress and achieve.

**LEVEL  
LEVEL 5**

**DURATION  
18 MONTHS (+ 5 months for EPA)**

**END POINT ASSESSMENT ORGANISATION  
CHARTERED INSTITUTE OF  
PERSONNEL & DEVELOPMENT**



## THE PROGRAMME \*

Due to the nature of the programme, we are delivering this programme to cohorts in a workshop format. The virtual bi-monthly workshops are supported by one to ones with a specialist Intec Tutor. We use a blended learning approach, and all sessions will be supported by our online delivery platform, Smart Assessor, where Learners can upload their work and Tutors and Managers can monitor their progress between visits. As part of an Apprenticeship, Learners are required to spend 6 hours a week (based on 30-hour contract) engaged in off the job training. This can be achieved in a variety of ways.

PROGRAMME COVERAGE	
Knowledge	
Technical Expertise	Business Understanding
Learning & Development Function	Management Information and Technology
Skills	
Learning & Development Consultancy	Developing a Learning Culture
Budget/ Resource Management	Relationship Management
Facilitation Skills	
Behaviours	
Constant and Curious Learner	Collaborative Partner
Passionate and Agile Deliverer	Constructive Challenger

\*Further details of the programmes contents can be found on the factsheet or scheme of work.

### MANDATORY ENTRY REQUIREMENTS

- Organisations set their own but the Learner must be able to meet the requirements of the programme through their job.
- Achieve level 2 English and maths or equivalent prior to sitting End Point Assessment.
- Have been a resident in the UK for 3 years or more, or a national of an EU Settlement Scheme.



### END POINT ASSESSMENT

Once learning is complete, the Employer, Learner and Intec will agree if the Learner has gained the necessary knowledge, skills and behaviours to be put forward to the Assessment Gateway. This will then trigger the End Point Assessment. The assessment is graded with the Learner achieving a pass, merit, distinction or fail.

#### 50% WEIGHTING WORK-BASED PROJECT & PROFESSIONAL DISCUSSION

A report of 5000 words, focussing on learning and development consultancy skills in relation to a business-related problem or objective. The discussion will last 1 hour 15 minutes.

#### 50% WEIGHTING PRESENTATION AND Q&A BASED ON LEARNING JOURNAL

A 15 minute presentation, focussing on key points from the Learning Journal (completed throughout the duration of the Apprenticeship), followed by a 30-minute Q&A.

*Enabling you to develop, progress and achieve.*