

SKILLS DEVELOPMENT FACILITATOR

ABOUT THE COURSE

This programme will equip learners with the required knowledge and skills to identify training needs, draw up Workplace Skills Plans and Annual Training Reports as well as implement a Quality Management System in an organisation.

This programme is aligned to the following Unit Standards:

- ***Coordinate planned skills development interventions in an organisation***
(Unit standard 15232 NQF5 – 6 credits)
- ***Develop an organisational training and development plan***
(Unit standard 15217 NQF5 – 6 credits)
- ***Conduct an analysis to determine outcomes of learning for skills development and other purposes***
(Unit standard 15218 NQF6 – 4 credits)
- ***Provide information and advice regarding skills development and related issues***
(Unit standard 15221 NQF5 – 4 credits)
- ***Advise on the establishment and implementation of a quality management system for skills development practices in an organisation***
(Unit standard 15228 NQF5 – 10 credits)

WHO SHOULD ATTEND

- Training Managers
- Skills Development Facilitators
- Training Coordinators.

COURSE OUTLINE

- History of National Qualifications
- Legislation governing Skills Development
- Role of the SETA (Sector Education and Training Authority) and its Sector Skills Plan
- OFO Codes
- Outcomes based learning
- Aligning skills development activities with B-BBEE
- The Skills Gap Analysis
- Source and plan training interventions
- Establishing Skills Development Committees and facilitating the meetings
- Claiming SDL (discretionary and mandatory grants)
- Compiling the Workplace Skills Plan (WSP), Annual Training Report (ATR), Pivotal Plan and report for submission to the relevant SETA
- Learnership advice and assistance

COURSE DETAILS

Dates: 20-21 May 2021 (Part 1) & 27-28 May 2021 (Part 2)

Venue: Online via Zoom

Time: 09h00 – 15h00

Price: R7000 (excl. VAT)

POE Cost: R 2 600 (excl. VAT)

Optional – SABPP Accreditation

REGISTRATION FORM

To secure your place at this webinar – please complete and sign the following and email the booking form to Cynthia Streicher: cynthia@globalbusiness.co.za

Our standard procedure is to acknowledge receipt of registration in writing.

If you have not received same, please contact us to confirm we have received your registration before incurring any additional expenses

Course Name:		SKILLS DEVELOPMENT FACILITATOR				Date:	20-21 & 27-28 MAY 2021		
East London		Johannesburg		Port Elizabeth		Cape Town		Durban	
Company Name :						Tel No:			
						Fax No:			
Postal Address:						Disability assistance needed:			
Physical Address:						Dietary requirements/ allergies:			
						*Additional costs may be incurred			
Vat no:				Purchase Order No:					
DELEGATE DETAILS									
	Delegate Name	ID Number	Email				Cell No.		
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Name of Organisation:		Date:
Name of person responsible for Payment:		Email:
Job Title (specific):		
Signature:		
FEE EXCLUDING VAT PER DELEGATE (Please select an option)		COST/ DELEGATE
Course Name: Skills Development Facilitator		R7000 (excl. VAT)
Portfolio of Evidence (if applicable)		R2600 (excl. VAT)
Please indicate method of payment		EFT *Credit Card
HOW DID YOU FIND OUT ABOUT THIS COURSE?	E-mail:	Other (Please specify):
	GBS Website:	