Overview

This standard is about using a range of methods to enable individuals to acquire or improve skills and knowledge and practise their application in context. It also covers providing feedback to learners and encouraging them to reflect on and improve what they do. This standard could be achieved as part of a coaching and/or mentoring relationship.
Facilitate individual learning and development

Performance criteria

You must be able to:

P1 establish and maintain a professional relationship with the learner that supports individual learning and reflection

P2 explore and agree the learner’s objectives, learning needs and goals

P3 agree a plan of learning, application and reflection

P4 use a range of methods and resources to help the learner acquire/develop the skills and knowledge they need

P5 support the learner in applying their learning in context

P6 provide constructive and motivational feedback to improve the learner’s application of learning

P7 assist the learner to reflect on their practice and experience

P8 adapt learning, application and reflection to meet further needs

P9 maintain the health and safety of the learner, self and other people
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**Knowledge and understanding**

You need to know and understand:

K1 the principles, uses and value of learning and development on an individual basis
K2 the characteristics of a relationship that supports individual learning, application and reflection
K3 aspects of equality and diversity that need to be addressed when facilitating individual learning and development
K4 the importance of reflective practice in individual learning and development
K5 key factors to consider when setting and agreeing goals with individual learners
K6 the range of delivery methods appropriate to individual learning
K7 the range of resources, including support from others, that are available to support individual learning
K8 how technology can enhance resources and delivery methods for individual learning
K9 the range of techniques that can be used to encourage reflective practice by the learner
K10 how to support different types of learners in applying new or enhanced learning in context
K11 the types of barriers that learners encounter and how to develop strategies to overcome these
K12 how to adapt learning plans in response to learner progress and reflection whilst still focusing on learner needs and desired outcomes
K13 how to assess and manage risk in own area of work whilst facilitating learning and development for individuals
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Additional Information

Please visit the website link to access the NOS suite including the Introduction, which contains valuable context and background information for this suite of NOS.


Glossary

Application
The process applying new or improved skills and knowledge in a real or realistic context, for example a work situation

Goals
This refers to interim targets or steps towards learners meeting overall outcomes and objectives

Health and safety
This includes physical health and safety as well as emotional well-being

Learner objectives
These will usually be performance objectives – for example doing something or doing something better

Methods
Any method that supports individual learning and development, for example, instructions, demonstrations, opportunities to apply knowledge and practise skills, experiential learning, individual projects and research

Other people
This refers to others who may be involved in, or affected by, the learning activities, for example, staff members, volunteers, assistants or people in the same area

Reflection/reflective practice
The process of thinking critically about what we do, identifying opportunities for improvement and, where appropriate, further learning needs

Resources
This covers any physical or human resource that supports the learning and development process and could include technical equipment, Information Technology-based learning, handouts, workbooks, people – for example outside speakers – and visits to places of interest

Risk
This relates to any risk to the facilitation of learning and development. This includes health and safety but could also cover, for example, the risk of setting unrealistic goals or selecting inappropriate learning methods
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