

NOCN Level 2 Certificate in Employability

nocn
NATIONAL OPEN
COLLEGE NETWORK



*Information for
learning providers*

The **Diversity** of Learning



The National Open College Network (NOCN) is the leading credit and unit-based Awarding Body in the UK. NOCN has a range of qualifications in the National Qualifications Framework (NQF), including the Qualifications for Progression, and is involved in the tests and trials for the new Qualifications and Credit Framework (QCF).

NOCN qualifications consist of units of assessment, each with an assigned level and credit value, which allow learners to achieve at their own pace and build towards a full qualification over time. Each 10 hours of learning has one credit attached.

What are the aims of this Qualification?

- To build learners' confidence and motivation to seek, secure and sustain meaningful employment
- To encourage learners to develop the skills, attributes, behaviours and values that employers increasingly seek during recruitment and which are needed to succeed in the world of work
- To provide learners with transferable work skills that can be applied in a wide range of occupations and sectors
- To provide learners with a certificate that demonstrates work-readiness
- To open up progression opportunities into employment, training and/or vocational qualifications

Who is the Qualification aimed at?

The NOCN Level 2 Certificate in Employability has been designed to meet the needs of a broad range of learners who:

- Are preparing to enter employment for the first time
- Are unemployed/unwaged and seeking to improve their employability for a return to employment
- Want to evidence their transferable skills through a qualification in order to work in new areas
- Would benefit from alternative approaches to curriculum and learning
- Want to progress into further training and/or qualifications
- Are participating in the Deloitte Employability Initiative course
- Are aged 16 years and over



What are the key benefits for your learners?

- Individual credit-based units or a full qualification can be achieved and certificated
- Flexibility that allows the learners to take assessments at any time
- A qualification that demonstrates work-readiness and a willingness to learn to potential employers
- Assessment methods that suit varying learning aims and styles
- Progression onto other training and qualifications in the National Qualifications Framework

What are the key benefits for your Centre?

The qualification is:

- In the National Qualifications Framework (NQF)
- Accredited by the regulatory authorities, nationally recognised and quality assured
- Eligible for funding in England, Wales and Northern Ireland
- Mapped to the Adult Literacy Core Curriculum
- Flexible and learner-centred to enable different approaches to delivery and assessment that meet the particular needs of target learners
- Suitable for use in all types of learning environments

All providers have access to good practice, curriculum advice and support through their OCN.

Achievement

Learners are assessed through internally set assessments which are internally marked and verified by the Centre and then quality reviewed by NOCN.

To achieve the NOCN Level 2 Certificate in Employability, the learner must successfully complete the two mandatory units and optional units totalling 6 credits.

The Deloitte Employability programme, delivered in Further Education Colleges across the regions, is one route to achieving this qualification (through specified units identified in the Qualification Guide)

Employability Qualification Units

Mandatory (6 credits):

- Communication and Personal Presentation in the Workplace (3 credits)
- Using Teamwork Skills (3 credits)

Optional (minimum 6 credits to be achieved from a total of 31):

- Self Development (3 credits)
- Responsible Work Practice (1 credit)
- Building & Managing Workplace Relationships (2 credits)
- Oral Presentation Skills (3 credits)
- Personal Money Management (1 credit)
- Rights and Responsibilities to Others (3 credits)
- Understanding Structures in the Workplace (3 credits)
- Operating in a Work Environment (3 credits)
- Applying for Work (3 credits)
- Problem Solving in the Workplace (3 credits)
- Developing Leadership Skills (3 credits)
- Adapting to Change at Work (3 credits)

Full details about the NOCN Level 2 Certificate in Employability are given in the qualification guide, available to download from the NOCN website www.nocn.org.uk. Your OCN will be pleased to supply information about all the NOCN qualifications, including the innovative Qualifications for Progression.

The UK's leading credit-based Awarding Body

NOCN is the leading credit-based Awarding Body in the UK. There are 2,500 centres nationally offering NOCN qualifications, which collectively certificate to over 800,000 successful learners every year.

NOCN licenses nine regional OCNs in England, one in Wales and one in Northern Ireland.

OCN staff have the experience and expertise to offer support and advice on the use of all NOCN qualifications. OCNs also offer continuing professional development for staff in provider organisations from all sectors by providing training in the assessment of credit and internal quality assurance.

To find out more

**For more information about the
NOCN Level 2 Certificate in
Employability contact your nearest
Open College Network (OCN)**

**Details can be found at
www.nocn.org.uk**

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