

LEVEL 3 AWARD ASSESSING COMPETENCE IN THE WORK ENVIRONMENT

Subject Area
Student Type
Study Mode

Education & Training
Adults
Part Time

What is the course about?

This qualification is designed for individuals who assess learners or wish to pursue a role as an assessor. It applies to a variety of learning settings, including Further Education (FE), Adult Continuing Learning, the Third Sector, and other workplaces.

Adult Continuing Learning refers to educational programmes aimed at adults who want to continue their learning outside of traditional full-time study. These courses help adults develop new skills, improve existing ones, gain qualifications, or explore personal interests. They are often offered in community colleges, adult education centres, online, or in the workplace, providing flexible learning opportunities tailored to adult learners.

The Third Sector includes non-profit and voluntary organisations, such as charities and community groups, which provide educational and training opportunities outside formal institutions. Assessors working in the Third Sector help evaluate learners' progress in these diverse and often informal settings.

The course consists of six sessions covering the essential knowledge required for Unit 301, followed by workshops and tutorials to prepare you for the assessments in Unit 302. This structure ensures you develop the skills needed to assess learners effectively across a wide range of sectors and learning environments.

Why should I choose the course?

If you are currently working in a role which involves assessing others, or would like to secure employment in this area, this qualification will equip you with the knowledge and skills you need.

What will I learn?

This course is designed for practitioners who assess knowledge and skills in vocational subject areas and can demonstrate competence using a variety of assessment methods in the workplace. These methods include observation, examining work products, oral questioning and discussion, using others' witness testimony, learner statements, and Recognition of Prior Learning (RPL).

Unit 301 is a knowledge-only unit intended for those who need to understand assessment processes but are not currently practising as assessors. For example, aspiring assessors or quality managers. This unit carries 3 credits.

Unit 302 is a practical unit designed for assessors who evaluate competence in the workplace. It involves applying assessment methods such as observation, examining work products, oral questioning, witness testimony, learner statements, and RPL. This unit is worth 6 credits.

The qualification is flexible and can be tailored to your individual needs. Assessments take place both in your workplace and at college, using a combination of assignments, short answer questions, observations, and professional discussions to help you



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build a comprehensive portfolio.

The course typically lasts between 6 and 12 months. Assessment includes assignments and written questions, as well as at least two workplace observations. You will also participate in one-on-one tutorials with your tutor to support your learning and progress.

What will the course lead on to?

After completing this course, you could progress on to the Level 4 Internal Quality Assurance of Assessment Processes and Practice award to expand your skills and knowledge further.

Are there any links with industry and university?

The assessment planning and observations are conducted in realistic work environments, allowing you to apply your skills directly in vocational settings. You will be expected to assess vocational skills, knowledge, and understanding as part of practical, work-based learning.

What support is available?

We have a team of staff dedicated to providing learning support if required, as well as a Wellbeing Team that is on hand to offer guidance, support and help when needed. Additionally, eligible students can access a wide range of finance and funding support to help them during their time at college.

Click here for learning support: <https://wvr.ac.uk/college-life/learning-support>

Click here for finance support: <https://wvr.ac.uk/college-life/financial-support>

Why should I choose to study the course at Warrington & Vale Royal College?

Here at Warrington & Vale Royal College we have a team of dedicated, experienced staff who can share their extensive knowledge and skills with you. Learning in a friendly and inclusive environment, you will be fully supported to achieve your goals.

What are the entry requirements?

To undertake the practical Unit 302, you will need access to two learners to work with in your workplace. Additionally, you must have a countersigning assessor or mentor to support you during your training, as well as access to the quality assurer responsible for the programme you are involved with. This applies whether you are working with accredited or non-accredited qualifications.

If you are following standard operating procedures within an organisation, it is essential that a robust quality assurance system is in place, as the quality assurer must be actively involved throughout the assessment process.

Please ensure you complete the learning agreement before your interview. For further information about these entry requirements, please contact our Learner Services Team on 01925 494 400 or learner.services@wvr.ac.uk.



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What are my funding options?

For information on funding please contact Learner Services on 01925 494400 or email learner.services@wvr.ac.uk

Are there any additional costs associated with the course?

There are no additional costs associated with this course, but you may wish to purchase the course book *Achieving your TAQA Assessor & Quality Assurer Award* by Ann Gravells.



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