

Unit Title:	Continuously improve career development work in an organisation
OCR unit number:	Unit 18
Level:	6
Credit value:	6
Guided learning hours:	40

Unit purpose and aim

This unit aims to develop the learner's critical understanding of processes of reviewing, evaluating and developing career development work in an educational or training institution, such as a school, college, work-based training provider or university, or in a business setting or employing organisation, and to help the learner to lead the continuous improvement of career development work in such organisations.

Learning Outcomes	Assessment Criteria
<p>The learner can:</p> <p>1. Understand professional standards for career development work</p>	<p>The learner will:</p> <p>1.1 critically comment on the professional standards relevant to their role in career development</p>
<p>2. Understand the key research findings that demonstrate the value and impact of career development work</p>	<p>2.1 critically analyse research studies on the value and impact of career development work</p> <p>2.2 relate the findings of research studies on career development work to the strategic aims and objectives of own organisation</p>
<p>3. Be able to undertake and lead reviews and evaluations of career development work</p>	<p>3.1 critically analyse frameworks and tools for monitoring, reviewing and evaluating career development work</p> <p>3.2 critically review and evaluate the impact of career development work in own organisation and prepare reports</p>
<p>4. Be able to lead developments in career development work</p>	<p>4.1 critically evaluate theories of change management and development planning</p> <p>4.2 prepare improvement plans for career development work within own organisation, justifying the recommendations made</p> <p>4.3 implement improvement plans for career development work</p>

Learning Outcomes	Assessment Criteria
5. Be able to lead and manage continuing professional development for colleagues involved in career development work	5.1 analyse and comment on the training needs of colleagues involved in career development work 5.2 plan and prepare training activities for colleagues, justifying the proposals 5.3 review outcomes of training with colleagues, for both the individual and the organisation

Assessment

This unit is internally assessed and externally verified by OCR Assessors. Simulations are not allowed.

To achieve a Pass, learners must produce evidence which meets all the assessment criteria.

Evidence requirements

All evidence of a learner's performance must be generated in the workplace. Learners must produce their own work and assessors use a range of assessment methods. More information about suitable forms of evidence can be found in the OCR Level 6 Diploma in Career Guidance and Development Centre Handbook.

Guidance on assessment and evidence requirements

In order to provide appropriate evidence to meet the assessment criteria for this unit the following methods can be used:

- assignment/report
- case study
- product evidence
- professional discussion
- witness testimony.