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|  | | | **Evidence Record Sheet**  OCR Level 6 Diploma in Career Guidance and Development | | |
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| **Unit Title:** | **Use the expertise of employers and other organisations in the delivery of career learning/development activities** | | | | |
| **OCR unit number:** | **Unit 25** | | | | |
|  |  | | | | |
| **Learner Name:** |  | | | | |
| I confirm that the evidence provided is a result of my own work. | | | | | |
| **Signature of learner:** | |  | | **Date:** |  |

| **Learning Outcomes** | **Assessment Criteria** | **Evidence Reference** | **Assessment Method\*** |
| --- | --- | --- | --- |
| 1. Understand the career learning and career development needs of clients and how expertise from employers and organisations can contribute to meeting these needs | 1.1 critically analyse a range of research that supports the involvement of employers and other organisations in career learning and career development activities  1.2 describe how to analyse the needs of clients for involvement from employers and other organisations in career learning and career development activities  1.3 evaluate the types of expertise that employers and other organisations can provide, their reasons for doing this and the benefits this can bring to clients |  |  |
| 2. Understand different types of involvement that employers and organisations can have in contributing to career learning and career development activities | 2.1 critically evaluate employer and organisation involvement in career learning and career development activities  2.2 understand the legal requirements and ethical considerations when using employers and organisations in the delivery of career learning and career development activities  2.3 understand the principles of negotiation and how to use these when negotiating career learning and career development activity delivery with employers, and organisations |  |  |
| 3. Understand how to evaluate the impact of employer and organisation involvement in career learning and career development activities | 3.1 detail a range of methods to evaluate the impact of employer and organisation involvement in career learning and career development activities for both the clients, and the employers and organisations |  |  |
| 4. Negotiate the involvement of an employer or organisation in the delivery and evaluation of an activity | 4.1 understand the needs, requirements, resources and limitations of the employer or organisation when contributing to career learning and career development activities and how to balance these against the needs of the clients  4.2 negotiate and agree the delivery and evaluation of the activity, including written agreement on the activity to be provided and the learning objectives to be met  4.3 negotiate with the employer or organisation their involvement in the future delivery and evaluation of activities |  |  |
| 5. Facilitate the involvement of an employer or organisation in the delivery of the activity | 5.1 identify the experience, skills and knowledge the representative of the employer or organisation has of the client group  5.2 prepare and support the representative for the delivery of the activity |  |  |
| 6. Be able to evaluate the involvement of an employer and/or organisation in the delivery of an activity | 6.1 evaluate the involvement of an employer or organisation in the delivery of an activity  6.2 evaluate the impact on clients of the involvement of an employer or organisation in the delivery of an activity  6.3 evaluate the impact of the delivery of the activity on the employer or organisation  6.4 apply the outcomes of the evaluation of employer or organisation involvement to future involvement in the delivery of career learning and career development activities |  |  |
| **\*Assessment method key:** O = observation of candidate, EP = examination of product; EWT = examination of witness testimony; ECH = examination of case history; EPS = examination of personal statement; EWA = examination of written answers to questions; QL = questioning of learner; QW = questioning of witness; PD = professional discussion | | | |

I confirm that the learner has demonstrated competence by satisfying all of the criteria for this unit and that I have authenticated the work.

Signature of assessor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (in block capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Countersignature of qualified assessor (if required) and date:

IV initials (if sampled) and date: Countersignature of qualified IV (if required) and date: