

Unit Title:	Publicise and negotiate career development provision with external agencies or other departments within the same organisation
OCR unit number:	Unit 24
Level:	6
Credit value:	6
Guided learning hours:	40

Unit purpose and aim

This unit aims to develop the learner's critical understanding of the publicising and negotiation of career development provision and enable the learner to undertake this. This can be offered to and/or requested by external agencies or other departments within the same organisation.

Learning Outcomes	Assessment Criteria
<p>The learner can:</p> <ol style="list-style-type: none"> Understand the range of career development provision to be offered 	<p>The learner will:</p> <ol style="list-style-type: none"> critically evaluate the range, content and benefits of the career development provision on offer explain how to identify the needs of internal and external audiences for career development services
<ol style="list-style-type: none"> Understand different methods to publicise the career development provision on offer 	<ol style="list-style-type: none"> evaluate a range of ways, including the use of digital technologies, in which the career development provision on offer can be publicised review how to adapt different publicity methods to suit an external and internal audience
<ol style="list-style-type: none"> Understand the negotiation process 	<ol style="list-style-type: none"> evaluate a range of negotiation techniques detail the legal requirements and ethical considerations when negotiating provision delivery with internal and external parties evaluate methods to develop ongoing working relationships with internal and external parties and how to manage conflict
<ol style="list-style-type: none"> Publicise and negotiate the delivery of career development provision to an internal or external party 	<ol style="list-style-type: none"> publicise the career development provision to an external or internal party negotiate and agree the delivery and evaluation of the career development provision including written agreement on the activity to be provided

Learning Outcomes	Assessment Criteria
5. Be able to evaluate the publicising and negotiation of the delivery of career development provision to an external or internal party	5.1 evaluate the publicity and negotiation undertaken 5.2 apply the outcomes of the evaluation to the future publicity and negotiation of career development provision

Assessment

This unit is internally assessed and externally verified by OCR Assessors. Assessment may include direct observation of practice. 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
- observation
- personal statement
- product evidence
- professional discussion
- witness testimony.

The use of observation should preferably be face to face or through 'visual technology'. The use of audio recordings is allowed where the above options are not accessible or for a telephone guidance-based service.