

WORK-BASED LEARNING PRACTITIONER ENTRANT GUIDELINES



Llywodraeth Cymru
Welsh Government

The category provides an opportunity for employers to showcase the commitment and enthusiasm of work-based learning practitioners in helping learners.

Entries should set out to demonstrate how the practitioner:

- Motivates and challenges learners to achieve their full potential.
- Has noteworthy expertise in teaching and learning and their occupational area, with an in-depth understanding of the needs of employers.
- Continually updates their skills and expertise with a clear commitment to their own personal development and that of their organisation.
- Works collaboratively to share their knowledge and expertise with colleagues to help improve the overall quality, relevance and delivery of work-based learning.
- Goes 'over and above' the requirements of the programmes, qualifications and frameworks they deliver, by using tailored or innovative approaches to learning including digital delivery.

To apply for this award your nominee must:

Be a centre-based tutor or workplace assessor, employed by a Work-based Learning (WBL) Provider (inc. a 'Delivery Partner') in receipt of Welsh Government funding to deliver any of their employability and/or Apprenticeship programmes within Wales.

Section 1: Practitioner's details – to be completed by the nominating learning provider.

Section 2: Provider details – to be completed by the nominating learning provider.

Section 3: Practitioner's details – to be completed by the nominating learning provider.

Q1. Please provide a brief description of their role and experience (up to 250 words)

You might think of including:

- A summary of their current role.
- How long they have worked in their current role.
- Their previous experience in learning delivery.
- A summary of their qualifications.
- Any areas of their occupational or teaching expertise.

Section 4: The practitioner's approach – to be completed by the nominating learning provider.

Q2. Please explain their approach to learning delivery (up to 600 words)

You should include details of how they have:

- Identified and met individual learning needs and contributed to learner success.
- Supported learners in meeting their personal goals and needs.
- Adapted their learning delivery styles and methodology to meet learner needs.
- Demonstrated their commitment to equality, diversity and inclusion.

In considering your evidence, please focus on evidence that the practitioner has gone "above and beyond" contractual obligations, such as an individual case study.

Q3. How do they demonstrate commitment to their continuous professional development? (up to 400 words)

You should include details of how they have:

- Identified and met their own personal development needs.
- Changed/improved their learning delivery including appropriate use of learning technologies e.g. digital media and delivery.
- Stayed up-to-date and implemented best practice in their area(s) of expertise.

In providing your evidence please outline how the Professional Standards have influenced their professional learning.

Q4. How have they contributed to improvements within your own organisation and the wider work-based learning sector? (up to 400 words)

You should include details of how they:

- Have worked with colleagues internally and externally to share ideas, resources and good practice, for example through peer review, training days and team meetings.
- Demonstrate how these activities have resulted in improvements for learners and your organisation.
- Contributed to organisational achievements and success.

Q5. Please describe why you feel they should be considered for a Work-based Learning Practitioner of the Year Award (up to 250 words)

You should consider:

- Information on events and activities demonstrating the practitioner's successful "track-record".
- Ways in which the practitioner is considered a role model.
- What makes them stand out from the crowd?

Section 5: Reference – to be completed by a stakeholder endorsing this application.

Q6. Why, in your opinion, should this individual be considered for the Work-based Learning Practitioner of the Year Award? (up to 400 words)

We want to know how this practitioner stands out from their peers, what makes them special?

You should include:

- Evidence of what the practitioner has achieved that shows the practitioner's experience and expertise.
- How they have motivated learners and/or colleagues.

Section 6: Nominated Work-based Learning Practitioner declaration – to be completed by the Work-based Learning Practitioner.

Q7. Declaration

The practitioner named in this application wishes to be considered for a Work-based Learning Practitioner of the Year Award, and confirms that the details given in this application are accurate.

In entering for a Work-based Learning Practitioner of the Year Award, I agree to take part in any publicity concerning the Apprenticeship Awards Cymru including, but not limited to, photos, filming and the development of case studies. I understand that as part of the publicity of the Apprenticeship Awards Cymru, press releases will be made before, during and after the event. Furthermore, if selected as a Finalist, and for some reason I am unable to attend the Awards Ceremony, I will ensure that a representative will attend on my behalf.

I agree to the declaration

Yes

No

Privacy

All entries will be treated in the strictest confidence. Information provided will only be used by the Welsh Government and the National Training Federation for Wales (NTfW) to promote Welsh Government's Apprenticeship Programme and wider Skills and Employability Programmes. Entries and supporting information cannot be returned.