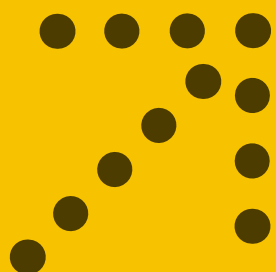


NEW QUALIFICATIONS WITH FUNDING FROM  
THE EUROPEAN SOCIAL FUND AND THE LSC



# WORK-BASED QUALIFICATIONS

## Your employees may be eligible for full or part funding for a nationally recognised qualification

Reed has been selected to bring the professionalism and experience of one of the UK's largest business training providers to this new range of work-based programmes.

All qualifications deliver a powerful combination of classroom-based training, e-learning and on-the-job study support and coaching over a period of three to nine months. Learners will evidence their progress with the award of a Level 2 or Level 3 NVQ upon completion, offering a stepping stone to further or higher education and a spur for their own personal and career development.

### Why Reed?

We place the emphasis on skills development by incorporating e-learning and face-to-face training with all NVQs to support knowledge transfer. We combine this with additional short courses from our portfolio worth over £450 as part of a blended learning package.

All learners will be offered a literacy and numeracy assessment and given the opportunity to address any skills gaps.

These NVQ programmes offer a powerful, relevant, transferable way to develop the skills and confidence of your workforce. Large and small organisations across the public and private sectors have noticed the tangible, immediate benefits.

### What are the benefits?

#### For employers:

- Minimised down-time as learning takes place on-the-job
- Maximum efficiency through the use of an e-portfolio
- The chance to benchmark the current skills of their workforce and compare them to an agreed set of standards
- Improved efficiency and motivation

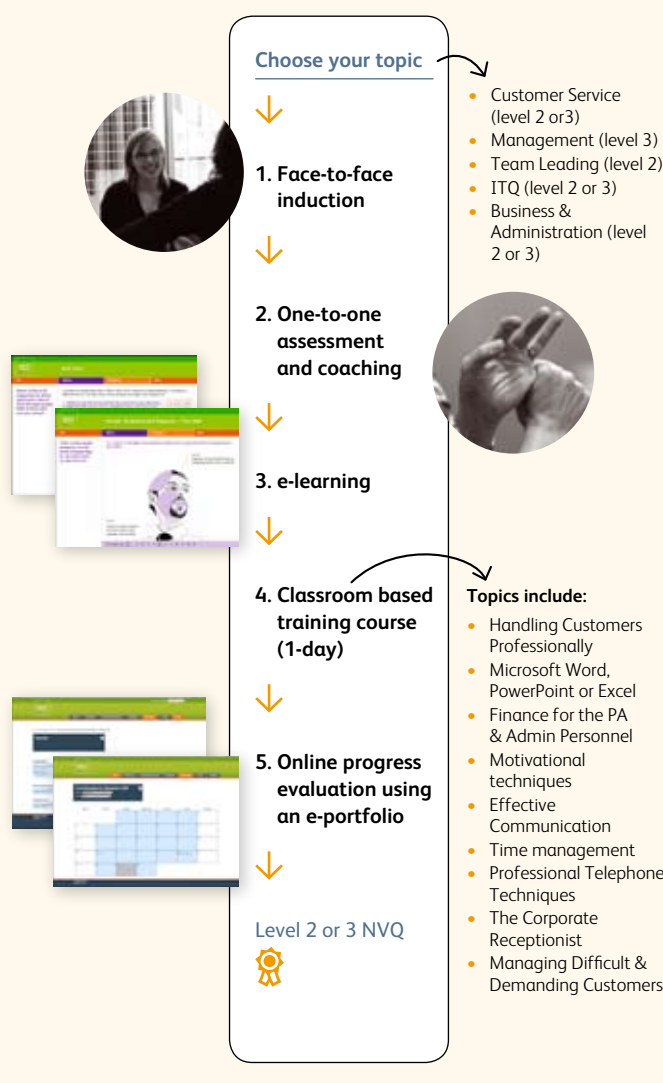
#### For the employees:

- The confidence and status of a nationally-recognised qualification
- Relevant transferable skills
- Advice and coaching from an experienced assessor
- A springboard for further education and career development

#### For organisations:

- Improved staff retention and attraction by demonstrating a clear commitment to learning and development
- An up-to-date knowledge of industry best-practice guidelines
- As funding is available, the qualifications are often provided at no cost to you

### Learner journey



Call 020 7520 6609 or email [reed.skills@reed.co.uk](mailto:reed.skills@reed.co.uk) to find out how your organisation could benefit from these funded qualifications

# THE FACTS ABOUT NVQS



**“The development of our staff through vocational qualifications has had a very positive impact on our business both in terms of financial benefit but also by creating a more valued and motivated workforce.” Robert Sproull, Transport Manager, Menzies Distribution**

## How do NVQs work?

NVQ programmes are delivered on-site at the learner's place of work via one-to-one meetings with an assessor. During these meetings the assessor will set tasks and evaluate progress against a nationally-agreed series of standards, using an online tracking system.

This e-portfolio system minimises paperwork, offers accurate real-time progress reports and makes the programme fully transparent to employers, assessors and learners alike.

The learner is required to compile and produce evidence to prove their competency in the standards, which may take the form of written answers to questions, relevant documents or observation of current practice.

The learner will benefit from regular contact, advice and support from the assessor and an opportunity to step back and review their performance against an approved framework.

## Are NVQs effective?

NVQs are particularly effective because the content is closely matched to learners' job roles, and all material is therefore directly relevant to their day-to-day work. Thousands of employers have reported improvements in loyalty, commitment and enthusiasm following completion of NVQ programmes.

**“Retention has improved at Sky as a result of people gaining these qualifications. Staff are much more likely to be loyal as a result... motivation and performance have improved. For many it's about being recognised as reaching a national standard in the job that they do.”**  
Stuart Coyle, Development Consultant, Sky

## Why is this funding available?

Funding is available as a consequence of the London Joint Action Plan and Mayor's Economic Recovery Action Plan, established in response to the economic downturn.

In London, 600,000 residents aged 20-64 have no qualifications. Reed has been tasked with using the funding to help Londoners stay competitive, skilful and employable.

The allocated funding will support employers and individuals in getting in the best possible shape to deal with the downturn and face the new challenges which will emerge in the future.

## NVQ facts and figures

- NVQs were first introduced in 1986
- There are now over 1300 NVQs to choose from
- Subjects range from Accountancy to Agriculture and cover around 88% of professions
- It is estimated that around 12% of the national workforce have completed an NVQ with over five million of the qualifications awarded since 1986
- NVQs are available at levels one (basic skills) to five (equivalent to foundation degrees and HNDs)

## Could my employees be eligible for this funding?

Eligibility is based on the following criteria.

### Learners must:

1. Live or work in Greater London
2. Work for an organisation employing under 5,000 people
3. Be aged 19 or over
4. Be employed (either full or part-time)
- 5a. For Level 2 NVQs: Have a maximum of one Level 2 qualification (equivalent to 5 GCSE passes at A-C)
- 5b. For Level 3 NVQs: Have a maximum of one Level 3 qualification (equivalent to 2 A-levels)

Within these eligible groups some individuals will be eligible for full funding and some for part funding – call us for further details on eligibility.



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This project is funded by:

Leading learning and skills