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| **Unit Title:** | In-Work Support and Career Development for Supported Employment |
| **Unit Reference Number:** | T/505/2633 |
| **Level:** | Level 3 |
| **Guided Learning Hours:** | 20 |
| **Credit Value:** | 5 |
| **Unit Review Date:** | 31/07/2023 |
| **Withdrawal Date:** | N/A |
| **Sector Subject Area:** | 13.2 Direct Learning Support |
| **Grading Guidance:** | N/A |
| **Assessment Guidance:** | Portfolio of Evidence.Workplace assessment is required for each skills-based learning outcome in this unit, i.e. those beginning, 'be able to'. |
| **Unit Aim:** | N/A |

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| **LEARNING OUTCOMES** | **ASSESSMENT CRITERIA** |
| **The learner will:** | **The learner can:** |

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| |  |  | | --- | --- | | 1 | Know about methods of learning jobs. | | |  |  | | --- | --- | | 1.1 | Outline different natural methods of learning jobs. | | 1.2 | Explain the different support strategies and technologies that can be used to supplement the natural method of learning jobs. | |

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| |  |  | | --- | --- | | 2 | Know how to support employers to provide a safe, enabling environment for a supported employment employee. | | |  |  | | --- | --- | | 2.1 | Outline the different types of information, advice and training employers may require to understand an individual’s support requirements. | | 2.2 | Outline ways of supporting employers to set or adapt standards and requirements of job specifications for supported employment employees. | | 2.3 | Explain how to support employers in providing a safe working environment for a supported employment employee. | |

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| |  |  | | --- | --- | | 3 | Be able to plan in-work support for a supported employment employee. | | |  |  | | --- | --- | | 3.1 | Identify the support strategies needed to enable a specific employee to a) learn a particular job b) socially integrate into a particular workplace. | | 3.2 | Negotiate the support arrangements of a specific employee with an employer. | |

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| |  |  | | --- | --- | | 4 | Be able to deliver in-work support. | | |  |  | | --- | --- | | 4.1 | Select and use appropriate technology, tools, and/or models to support a specific employee to be productive and independent at work. | | 4.2 | Select and use appropriate techniques for coaching, supporting learning and increasing independence for a specific employee (e.g. task analysis, prompting and fading). | | 4.3 | Select and use appropriate techniques for monitoring the progress of a specific employee and for identifying work-related problems. | | 4.4 | Apply appropriate interventions, including referrals to other agencies or individuals where appropriate, to enable a specific employee to overcome work-related problems. | |

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| |  |  | | --- | --- | | 5 | Know how to support a supported employment employee and their employer to plan their career development. | | |  |  | | --- | --- | | 5.1 | Outline different a) types and sources of information, advice and guidance b) support strategies to help employees plan their future career progression. | |