



FutureSkills North East

C.I.C.

Developing communities through learning

Level 4 Diploma in Advice & Guidance

Who is the programme for?

Anyone who is in an advice and guidance role, paid or voluntary.

What is covered on the programme?

A range of topics are covered on the programme, these include:

- Developing interactions with clients
- Manage a personal case load
- Personal Development
- Operate within professional networks
- Understand the importance of legislation and procedures

What will I study?

Learners will work towards **OCR Level 4 Diploma in Advice & Guidance** and on successful completion of all assessments, will be awarded the qualification.

How will the programme be assessed?

Learners will complete a range of assessment tasks throughout the programme. Please note, learners will be required to **complete work in their own time** – approximately 2 hours per week.

It is a course requirement that learners are already in an advice & guidance role, as a paid worker or volunteer.

How long is the course?

Taught sessions will be held 5.30pm - 8.30pm on the following days:

- Thursday 10th October
- Thursday 31st October
- Thursday 21st November
- Thursday 12th December
- Thursday 9th January

Where is the course held?

MEA House, Newcastle upon Tyne.

Cost:

£400

For further information or to enrol on the programme please contact:

info@futureskillsnortheast.org.uk

or

0191 440 3360