

OCR Level 4 NVQ Diploma Advice and Guidance

CAREER WORKS

This qualification is suitable for candidates who deliver a full information, advice and guidance service for individual clients and groups. The Diploma provides a professional qualification for those working in a wide range of IAG settings including the voluntary, community, private and public sector organisations.

Entry Requirements: None* <small>*Must demonstrate appropriate ability and workplace competence</small>	What does it cover? <ul style="list-style-type: none">• Developing interactions with clients• Managing a case load• Operating within networks• Professional practice• Planning and reviewing courses of action• Advocacy• Negotiation for clients• Liaising with other services• Carrying out referrals• Designing or providing information materials	How is it delivered? <ul style="list-style-type: none">• Initial assesment• Interactive workshops• Tutorials• Progress reviews• Work based and portfolio assessments• e-portfolio
	How is it assessed?	
	<ul style="list-style-type: none">• Interview observation• Candidate questioning• Product evidence• Professional discussion and written statements• Witness testimony	
Normal Duration: 9-12 months		
Credits: 37		
To be obtained from: 5 Mandatory Units (17) Optional Units (20)		

