

Pearson BTEC Level 1 Certificate in Supporting Employability and Personal Effectiveness (QCF)

Qualification Number: 500/8776/9

Qualification Overview

The qualification has one core unit that was developed with Exeter University as a result of their research. The unit is 5 credits and concentrates primarily on developing self confidence. It does this through providing the opportunity to participate in a group project that is relevant to them and their interests. The working together in a team develops a wide range of personal skills which employers value.

In addition to the one core unit there are a range of optional employability units that learners can take to complement the core unit and meet their own needs.

The qualification is available to learners aged 14+, including adult learners. It is primarily designed for learners who are not currently in work and undertaking employability programmes. This includes two distinct groups: Firstly people who are out of work and are looking to enter the workplace or an apprenticeship and secondly those currently on other programmes, for example a study programme at school or college. There are no requirements of prior achievement for this qualification, it is open to everyone.

The primary outcome of the Pearson BTEC Certificate in Supporting Employability and Personal Effectiveness is to **Break down barriers to engagement with work**. This includes the skills for gaining and succeeding at work.

Gaining Employment

The core unit develops skills that are central to success in the workplace. The core unit's focus on developing self confidence is for many job seekers a major barrier to gaining employment.

The optional units are flexible and can support people with different needs. So for a job seeker alongside the group activity then other units will for example be able to support the process of applying for work. So in this case the learner may take concentrate on applying for jobs, devising a CV and preparing for and taking part in interviews.

Succeeding in Employment

The core unit develops a range of skills needed to perform with confidence in the work place including communication, team working, problem solving and self management skills. All of these are important generic, transferable skills to be successful in any job role. The increased self confidence at the centre of the development will support this also.

Additional optional units can include developing skills for leadership, relationships with customers, contributing to meetings and numeracy for the workplace. These units are all designed to develop generic, transferable skills.

What the qualification leads to

The Pearson BTEC Level 1 Certificate in Supporting Employability and Personal Effectiveness leads to learners being able to secure employment or an apprenticeship as generic skills have been developed and barriers to work broken down.

Why a learner would take this qualification

There are two qualifications in Supporting Employability and Personal Effectiveness at this level, an award and a certificate. The award is designed mainly for young learners at school or college to take alongside another programme. The certificate, however, is suitable for learners who have the time to complete a certificate qualification as part of an employability programme. The unique core unit allows learners to develop a wide range of skills in one unit and additionally take other units to complement this.

Who supports the qualification

The Pearson BTEC Level 1 Certificate in Supporting Employability and Personal Effectiveness is widely supported and there are a large number of centres who offer it to learners.

The following centres have indicated their support to the SFA to ensure that the qualification is funded:

SSG Services
SR Education
Training Associates