



**INSTITUTE OF  
PEOPLE DEVELOPMENT**

This programme is aimed at those candidates that have a baseline competence in general management, Human Resource management or Learning & Development (L&D) management practices. A minimum of two years' work experience as supervisor, manager, HR practitioner or trainer is therefore recommended. The programme enables specialisation in the L&D Management and Quality Management role. The programme may also be taken as part of a full generalist qualification at NQF SAQA I.D 50333.



For more information, or to find out about the IPD training schedule, contact us:



(011) 315 2913



[enquiries@peopledev.co.za](mailto:enquiries@peopledev.co.za)



[www.peopledevelopment.co.za](http://www.peopledevelopment.co.za)

## Learning and Development Management and Quality Management

NQF Level 5: 51 Credits

This skills programme will equip L&D managers and Quality managers to:

- Develop strategic and operational plans for any skills development project, for example, developing a project plan which maps out the objectives, outputs, processes, responsibilities, timeframes and resource requirements for a learning project
- Develop and implement systems, tools and processes for managing the quality of the learnerships, skills programmes or other L&D they aim to deliver

Research nationally and internationally shows that the role of L&D managers has begun to shift, particularly in organisations that face uncertain market conditions. Staff often need to be able to learn on the job and from the job; they need multi-skilled, flexible, self-managerial and teamwork competencies. L&D managers must be able to embed education and training within workplace processes.

Participants will gain an understanding of project management, the role of L&D in learning organisations and the development and implementation of quality management systems. They will also analyse the management requirements of L&D in their organisations, share their challenges with one another and work together in developing the systems and tools to meet these challenges.

### Unit standards awarded upon successful completion of this learning programme

252037	Build teams to achieve goals and objectives 03 credits
252043	Manage a diverse workforce to add value 03 credits
10146	Supervise a project team of a developmental project to deliver project objectives 14 credits
114226	Interpret and manage conflicts within the workplace 08 credits
15224	Empower team members through recognising strengths, encouraging participation in decision making and delegating tasks 04 credits
15228	Advise on the establishment and implementation of a QMS for skills development and other purposes 10 credits
114925	Manage learner information using an information management system 04 credits
115791	Use language and communication strategies for vocal and occupational learning 05 credits





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## L&D Management and Quality Management Programme Structure

### Planning Phase

Selection,  
Enrolment,  
Learning Contract



Terms of  
Participation  
agreed to

### Delivery Phase

Online Course  
L&D Management  
and Quality  
Management



Online Learner Support  
Sessions



Learner Guidance and Support

### Evaluation Phase

Integrated  
Assessment  
(including  
fundamentals)



Moderation



Certification

**Note:** Unit standards remain applicable for the registration period of the qualification.

**Credits:**

120 per year

**Facilitation language:**

English

**Course Delivery:**

Self-directed online learning

**Duration:**

Up to 1 year



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