



1. TITLE OF THE CERTIFICATE (NL)

Diploma Beroepsonderwijs
Kwalificatie: Praktijkopleider
Kwalificatiedossier: Praktijkopleider

In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Certificate Senior Secondary Vocational Education
Qualification: Workplace trainer
Qualification file: Workplace trainer

This translation has no legal status

3. PROFILE OF SKILLS AND COMPETENCES

Core task 1: Organises, coordinates and monitors the educational development course

- 1.1 Makes an inventory of data for BPV [work placement] policy plan
- 1.2 Provides data and advice for the development of a work placement policy plan
- 1.3 Coordinates and monitors examination and assessment in the work placement
- 1.4 Starts, coordinates and monitors the implementation of the work placement policy plan
- 1.5 Works together and coordinates with educational institutions

Core task 2: Organises, coordinates and monitors the learning development course of the student

- 2.1 Contributes to recruitment and selection of students
- 2.2 Arranges the introduction period of a student in work placement
- 2.3 Supports a student in the preparation of individual education plan
- 2.4 Supports and monitors the learning process of a student
- 2.5 Contributes to examination and assessment of a student in work placement
- 2.6 Evaluates the work performed in work placement

Core task 3: Sets preconditions so that work coaches can carry out work placement tasks

- 3.1 Promotes tailor-made job coaching
- 3.2 Provides a division of tasks among work placement coaches
- 3.3 Instructs work placement supervisors in coaching, assessment and guidance methods
- 3.4 Coaches work placement supervisors in their coaching skills

Core task 4: Works on quality and professionalism

- 4.1 Participates in staff training
- 4.2 Works on the improvement and assurance of quality care

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

A Workplace trainer works in an organisation which trains students. Traditionally the Workplace trainer works in the care sector, though gradually more often in the welfare and sports sectors as well. Workplace trainers working in other sectors are a relatively new occurrence. In small organisations this position is often combined with executive or management tasks. The work involved can be both executive and facilitating in nature. The Workplace trainer has a related vocational education, which is at least of the same level of the student being supervised.

*** Explanatory note**

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://www.europass.cedefop.europa.eu/>

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5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate The certificate issued on completion of the programme is signed by the examination board at the school where the pupil attended the programme.</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Education, Culture and Science</p>																				
<p>Level of the certificate (national or international) Qualification level 4 of the Dutch VET qualification structure Characteristics: non-job related skills such as tactical and strategic capacities. The professional bears his or her own responsibility, which is not only related to practical implementation in terms of monitoring and supervision, but also a more formal, organisational responsibility. The range of tasks also includes drafting new procedures. NLQF-niveau 4 - EQF level 4 - ISCED 4A</p>	<p>Grading scale / Pass requirements</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 10px;">10</td><td>excellent</td></tr> <tr><td>9</td><td>very good</td></tr> <tr><td>8</td><td>good</td></tr> <tr><td>7</td><td>very satisfactory</td></tr> <tr><td>6</td><td>pass</td></tr> <tr><td>5</td><td>fail</td></tr> <tr><td>4</td><td>unsatisfactory</td></tr> <tr><td>3</td><td>very unsatisfactory</td></tr> <tr><td>2</td><td>poor</td></tr> <tr><td>1</td><td>very poor</td></tr> </table>	10	excellent	9	very good	8	good	7	very satisfactory	6	pass	5	fail	4	unsatisfactory	3	very unsatisfactory	2	poor	1	very poor
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<p>Access to next level of education/professions A Workplace trainer can develop through additional courses, such as in the area of training, coaching or assessing participants, or in new educational concepts. The Workplace trainer can develop through higher professional education, such as a teacher course in their area of expertise. It is possible to get an associate degree as a Care teaching assistant (or workplace instructor). It's also possible to develop through other widely oriented educations, such as the Pedagogics or Psychology educations.</p>	<p>International agreements Workplace trainer is not a regulated profession in the Netherlands. However, the education and training for this profession on qualification level 4 is regulated under the European directive 2005/36/EC, amended by directive 2013/55/EU. The regulated education and training gives access to regulated professions at the level of a diploma according to article 11 of this directive.</p>																				
<p>Legal basis Act on Vocational Education and Training (WEB), registered number of qualification (crebo): 25487 The education and training for this qualification is offered as of 01-08-2015.</p>																					

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

<p>Senior secondary vocational education features two learning pathways: the school-based pathway (bol) and the training on the job pathway (bbl). In the school-based pathway, the majority of the course consists of theory at school. The extent of the practical component (vocational practice) is between 20% and 60%. In the training on the job pathway, the extent of vocational practice is at least 60% of the course. The participant works four days a week in a training company, and attends school for theory subjects just one day a week. In principle it is possible to follow both learning pathways, but which pathway is offered will depend on the individual educational institution.</p>	
<p>Average duration of the education/ training leading to the certificate</p>	<p>1 year (1600 study hours) (depending on previous education)</p>
<p>Entry requirements The certificate senior secondary vocational education (mbo) on qualification level 3, in a related discipline.</p>	

7. ADDITIONAL INFORMATION

<p>Dutch senior secondary VET is based on qualification files, that each contain one or more qualifications. The information included in part 3 and 4 is derived directly from the qualification file determined by the Minister of Education, Culture and Science. The complete qualification file can be found at kwalificaties.s-bb.nl, only in Dutch.</p> <p>Optional subjects are linked to the qualification. The optional subjects have a total size of 15% of the course duration. The optional subjects completed by the student are listed on the certificate.</p> <p>Additional information, including a description of the Dutch national qualifications system, is available at the Netherlands National Reference Point (NRP): www.s-bb.nl. The NRP is the information centre for vocational</p>
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7. ADDITIONAL INFORMATION

qualifications in the Netherlands. SBB has been appointed in this capacity by the Ministry of Education, Culture and Science.