

Assessor Coach Apprenticeship Standard



The **Assessor Coach Apprenticeship Standard** develops the skills required to coach and assess vocational learners, usually on a one-to-one basis, in a range of learning environments. Staff learn how to use complex communication techniques to actively listen, provide feedback and to engage learners in planning their individualised learning programme. It is a Level 4 standard.

What skills do staff develop?

Staff develop professional competence in many areas by completing the Assessor Coach Apprenticeship Standard. These include:

Accessing and using relevant and current information and guidance

Agreeing on realistic, yet challenging learning programmes

Complying with awarding organisation requirements

Developing strategies to overcome barriers to learning

Giving timely and relevant feedback to guide progress

Highlighting learners' maths and English skills and signposting relevant support

Liaising with employers and colleagues to offer additional support

Maintaining own skills and knowledge

Promoting safe and effective use of ICT

Recording data in a compliant manner

Reporting quality concerns and safeguarding

Supporting internal and external quality assurance procedures

Supporting learners' well being

Using active listening, assertiveness and questioning skills effectively

Using relevant forms of assessment to identify needs

Also, staff can improve their maths and English skills if they have not already achieved level 2 standards. Staff will also complete Level 1 Safeguarding.

Duration Typically, 15 months

Structure of Apprenticeship

Phase 1 Initial assessment

The initial assessment is a pre-course review to plan the candidate's training programme. Specifically, it provides the scope to develop a tailored programme which allows the candidate to acquire and practice the particular skills they need for the job role.

Phase 2 Training

Here, the apprentice undertakes a programme of on and off-the-job training which develops the skills of a competent Assessor Coach. Training fits round around working routines. TRS trainers are on hand to offer ongoing support.

Phase 3 Gateway

The Gateway is a review stage towards the end of the apprenticeship when apprentice, employer and TRS trainer get together to see if any additional training or skills practice is needed.

Phase 4 End Point Assessment

The apprentice is assessed by an independent organisation to see if they have reached the required standards.

Progression options after apprenticeship

After completion, the staff member can effectively carry out assessing and coaching roles. They may be eligible to progress onto a full teaching or training role in an educational establishment.

Funding

For small and medium businesses that do not pay the apprenticeship levy, the Government funds 95% of the apprenticeship. The employer pays the other 5% plus the apprentice's wages. Larger firms that pay the levy can meet 100% of the costs using their levy funds.

Why choose apprenticeships?

- Address skills shortages
- Increase staff loyalty, motivation and productivity
- Tap into available funding
- A way of ensuring quality standards in your business

Why choose TRS?

- Approved by Government to deliver apprenticeships
- Expert advice for businesses on apprenticeship funding
- Niche manufacturing and logistics industry expertise
- Many years' experience of successfully delivering apprenticeships
- Our trainers can be located onsite at employer premises
- Free recruitment service

Further information

If you have staff you want to enrol onto the **Assessor Coach Apprenticeship Standard**, or you want to recruit apprentices, please contact MD Kevin Birch on 01744 809 010 or email kevinB@trstraining.net

[View more information on Institute of Apprenticeships website](#)

