



ACCREDITATION AND TRAINING SERVICES

7 Van Wouw Street, Groenkloof, PRETORIA, 0181

Tel: 012 051 0371

Email: info@assessortrainer.co.za | Website: www.assessortrainer.co.za

ETDP SETA Accreditation Number: ETDP9952

Skills Development Facilitation Practitioner – SP220321 – NQF 5 QCTO Accredited

Course Content:

Upon completing this Occupational Skills Programme, candidates should be able to understand the statutory framework for learning and development. They will be able to plan learning interventions, report, and evaluate methods. Additionally, they will identify skills needs, consult, analyse, and design a plan according to workplace requirements, and conduct skills development facilitation (SDF) processes as required for mandatory grant payments.

Course duration:

– 5 Days contact, 12 weeks portfolio building

Course Outline:

- Understand and interpret the legislative and regulatory framework that governs skills development in South Africa.
- Conduct learning and development needs analyses in the workplace, identifying gaps.
- Plan, execute, and manage workplace skills development programmes.
- Facilitate training and learning interventions and oversee reporting and evaluation.
- Ensure compliance with SETA, Skills Development Levy, and grant regulations.
- Support organisational learning culture; advise stakeholders.

Articulation Options:

- Occupational certificate: Training and Development Practitioner NQF 5

Career Opportunities:

- Skills Development Facilitation Practitioner. Working in HR / Training & Development departments.
- Training Coordinator / Training Officer or Learning & Development Officer / Practitioner in organisations.
- SETA / Workplace Skills Plan (WSP) / Annual Training Report (ATR) Administrator Roles.
- Compliance / Grants Reporting Officer (ensuring adherence to mandatory grants and skills development legislation).

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- Consultant specialising in skills, capacity building, and organisational development (for smaller firms or projects).

Entry Requirements:

- An NQF level 4 qualification with communication

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