

People, Performance, Progress

The new way to professional career progression.

Successful organisations say Human Resource (HR) and Learning and Development (LD) specialists with really up-to-the-minute skills can seriously improve business performance.

So successful HR and LD people need up-to-date skills. And they need to keep them up-to date. Line managers are also expected to develop their people management skills.

Enter Cullen Scholefield and their new series of programmes for HR and LD development. They've taken the new CIPD qualifications and made them flexible, relevant and accessible.

What is it?

The CIPD skills matrix centres on a structured pathway to Awards, Certificates and Diplomas in HR and LD. Cullen Scholefield has taken these to create a flexible path to professional development, skills top-ups and career progression of which you can take as much or as little as you need for your career goals.

Who can benefit?

- HR and training professionals who hold a Certificate in Professional Practice (CPP) or a Certificate in Training Practice (CTP) who wish push their skills higher still
- An HR or LD Administrator
- Managers who need to understand performance and talent management

How does it work?

- There are two strands HR and LD
- You take core and optional units, many of which are common to both strands and are interchangeable – candidates can 'pick and mix'
- Achievement is through a credit based formula that can be built up over a period that you choose
- The first level is an Award – with three or six credits
- For the Certificate in HR Practice or the Certificate in LD Practice, you will need a total of 28 unit credits. There are three core units which score 10 credits. Then you can choose a further 18 credits. Up to six of these, can be drawn from the second strand
- The Diplomas in HR Practice and LD Practice need a total of 37 unit credits enabling HR and LD specialists to broaden their skills base



CASE STUDY

Oliver: Takes the three core units and scores ten credits; then he chooses **Supporting good practice in employment relations** to gain six credits, **Supporting good practice in performance and rewards management** to gain six more before adding **Delivering of Learning and Development Activities** to gain the final six necessary to achieve the Certificate in HR Practice.

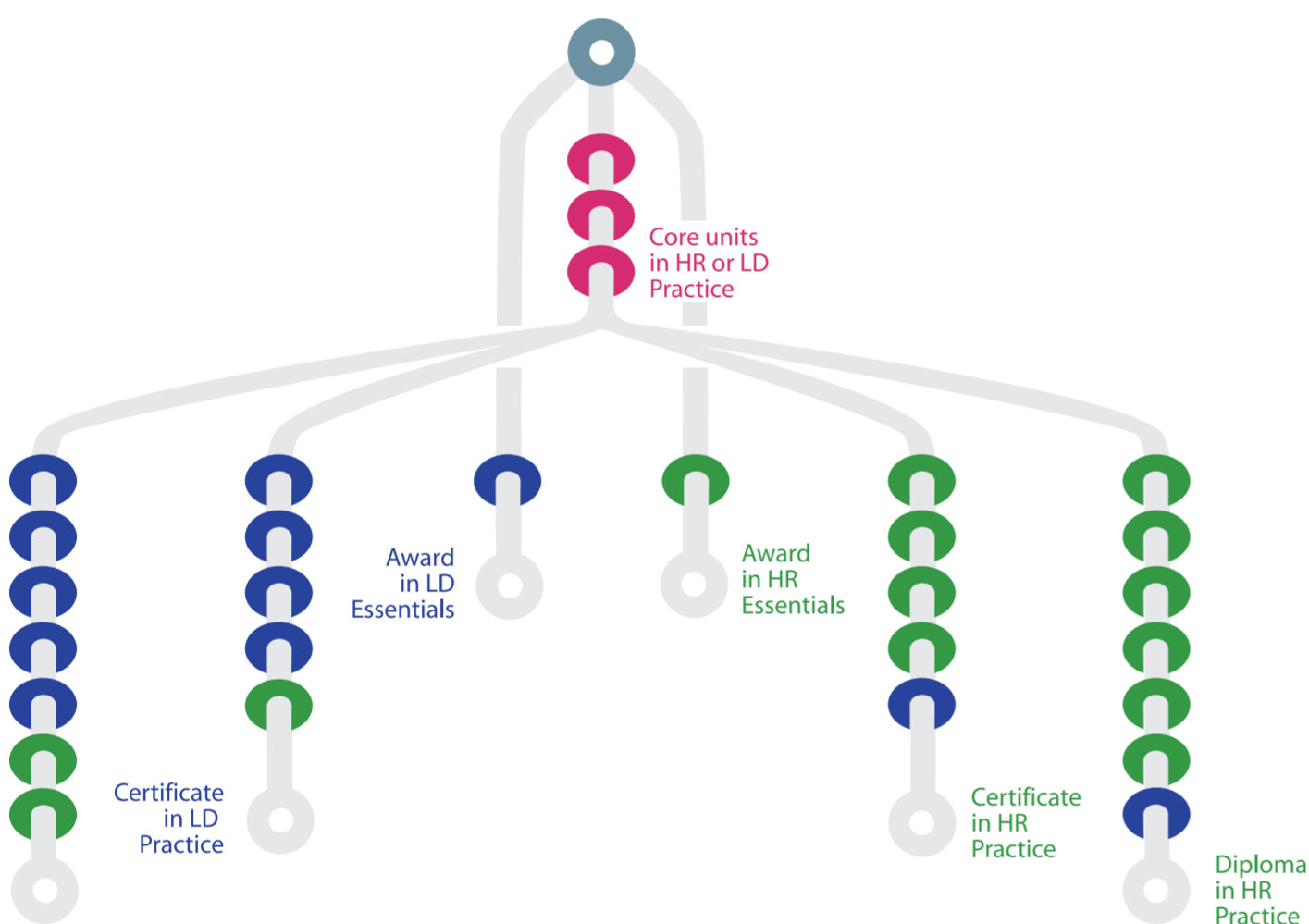
- The Certificate in Learning and Development Practice similarly needs 28 credits. Candidates take the three core units as for the Certificate in HR Practice to gain ten credits. The remainder will come primarily from the Learning and Development strand but six credits can be taken from the HR options.

CASE STUDY

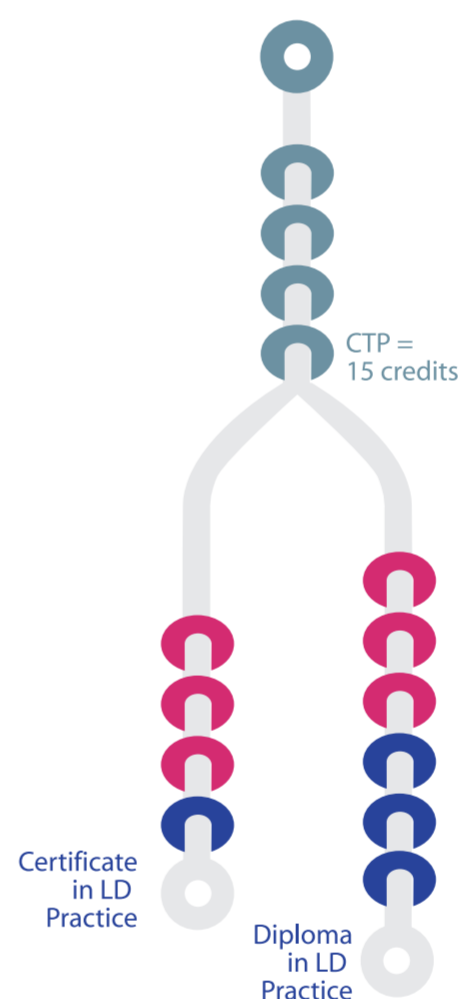
Bernice: Taking the Certificate in Learning and Development Practice. She does the three core units to gain ten credits, then chooses **Undertaking a learning needs analysis** for three credits, **Delivering learning and development activities** for six, **Evaluating learning and development activities** for three and **Developing coaching skills for the workplace** for three before adding **Resourcing Talent** from the HR strand to score the required final six credits.

- The top award is the Diploma in either the HR Practice or Learning and Development Practice where candidates need to add further nine credits drawn from the specialist options of their chosen route.

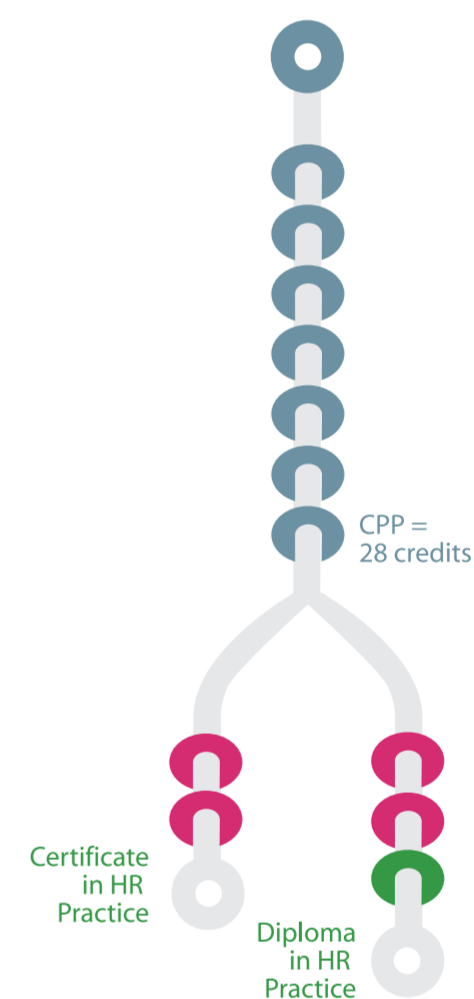
Choosing your route



Upgrading your CTP



Upgrading your CPP



What's best for me?

All candidates are given a diagnostic session to understand their personal training objectives so that the best route can be determined.

Each unit is the focus of a workshop delivered by Cullen Scholefield's consultants, each one a Chartered Fellow of the CIPD. Choose from workshops in London, Haywards Heath, Sheffield, Cardiff, Isle of Man or the Channel Islands. In-company programmes are offered for six or more delegates.

Each delegate is given a workbook to support and reinforce the workshop content. Individuals also have the support of a dedicated tutor to advise on the collection and presentation of evidence required for assessment.

Why Cullen Scholefield?

- Because we've been a leader in our field since the late 1980s
- Because we have unrivalled expertise in working with the CIPD on the assessment of professional competence
- Because all our tutors are Chartered Fellows of the CIPD
- Because we work for hundreds of UK organisations as well as internationally in countries such as Sri Lanka, Bermuda, Bahrain, Ireland, Switzerland, Russia, Hong Kong and Poland
- Because we produce quality materials and provide flexible, personal and wholehearted support
- Because we care about the way we work - we've just received the Investors In People Gold Award, one of only 31 companies in London and the South East to achieve this accolade. We walk our talk

Satisfied candidates say...

- "100 per cent satisfied with the service"
- "Total Satisfaction"
- "All documents and workbooks were fantastic – they set the standard"
- "From my experience, it was all great"
- "Good communication and support from my tutors"
- "Cullen Scholefield courses gave me confidence as well as success – I achieved my goal"

The CIPD says...

- "...the approach adopted highlights best practice ensuring a complete learning experience to meet CIPD requirements"
- "...well ordered and professional documents – can be considered exemplars"
- "... the consistent format of the workbooks and wider presentation of learner information will enhance the learners' experience"
- "...thorough and integrated approach to the blended learning experience"



CASE STUDY

Emily: is a line manager with responsibility for developing her team skills but does not want a qualification. She could attend two workshops on **Supporting change within organisations** and **Developing coaching skills in the workplace**.

CASE STUDY

Delvir has achieved the Certificate in Personnel Practice (CPP). He decides to expand and refresh his skills by gaining credit for his CPP and working towards **Develop yourself as an effective HR or LD practitioner** and **Recording, analysing and using HR information**.

