

Level 5 Human Resource Consultant/Partner Apprenticeship



What You Will Study

At least 20% of your working week for the duration of the apprenticeship must be spent carrying out new learning relating to the apprenticeship standards. To support you in achieving this, you will study the CIPD Level 5 Associate Diploma in People Management covering the following topics:

- Organisational performance and culture in practice
- Evidence-based practice
- Professional behaviours and valuing people
- Employment relationship management
- Talent management and workforce planning
- Reward for performance and contribution

- Learning and Development Essentials

Attendance Expectations

Once enrolled onto this apprenticeship, you will be required to attend remotely taught sessions for the CIPD Level 5 Associate Diploma in People Management.

You are also required to meet regularly with your apprenticeship assessor (either remotely or in your place of work) for reviews on progress and workplace assessments to take place.

If you are undertaking Functional Skills as part of your apprenticeship, you will be required to attend Castleford College for a week block of teaching, per Functional Skill subject. This will be discussed at your enrolment and induction.

How You Will Be Assessed

The knowledge element of the apprenticeship is continuously assessed with no end examination. Successful completion of all assignments and class-based work will result in the award of the CIPD Level 5 Associate Diploma in People Management.

In addition to this, your apprenticeship assessor will also carry out regular 1-2-1 assessments such as observations, Q&A's and professional discussions either remotely or in your workplace at mutually convenient times. These assessments will provide evidence of you demonstrating the knowledge, skills and behaviours using practical working examples required to meet the Level 5 HR Consultant/Partner apprenticeship standards.

To achieve the apprenticeship in full, you must firstly achieve your CIPD Level 5 Associate Diploma in People Management, then complete an End Point Assessment made up of two components; a 5,000-word consultative project and a professional discussion, both of which demonstrate you meeting the apprenticeship standards within your role. Your End Point Assessment is assessed by the CIPD.

Entry Requirements

It is expected that Level 5 apprentices will have significant experience of working within a current HR role that is progressing into a more senior HR Consultant/Business Partner role to ensure they have the suitable foundations on which to further build their knowledge and skills.

Certificate evidence of English and Maths at Level 2 or GCSE Grade 9 - 4. If you do not have these, we can support the development of your English and Maths skills through completion of Functional Skills in the relevant subject and one-to-one support. Most employers look for ability in these areas and the majority of university courses require you to have English and Maths GCSEs at Grade 9 - 4. This is why the development of English and Maths is so important, whatever your field of study.

Fee Information

Please contact the Apprenticeship Recruitment Team on 01924 789469 or email [**apprenticeships@heartofyorkshire.ac.uk**](mailto:apprenticeships@heartofyorkshire.ac.uk)

Additional Fees

All students are required to register with CIPD upon enrolment. The fee for this is payable directly to the CIPD and includes admission and annual membership.

Further Study

Successful candidates may benefit from career enhancement or progress further to higher level management qualifications such as;

CIPD Level 7 Strategic HRM

A Degree or Masters in Human Resources

START DATE

Various

STUDY MODE

Full-time

AWARDING BODY

CIPD

LEVEL

Level 5

DURATION

24 months

LOCATION

Wakefield College

