

# Professional Development Award in Youth Work

## SCQF Level 6

### An exciting accredited course for youth workers and volunteers

This exciting new course will offer youth workers and volunteers from youth groups in the Highland Council area the chance to undertake a nationally recognised SQA qualification in youth work. It is being delivered by Youth Scotland and Youth Highland.

#### The programme

The PDA in Youth Work is made up of three units:

- ❖ Understanding and Exploring Youth Work
- ❖ Engaging with Young People
- ❖ Delivering Youth Work

Participants will be required to complete all three units and also to undertake a practical placement within their workplace or the youth club/group where they volunteer.



#### Who should attend?

Experienced youth workers or experienced youth work volunteers, aged 18+ who:

- Have a minimum of 1 year's experience of regularly working/ volunteering in a youth work setting
- Currently work or volunteer in a youth work setting within Highland Council area.
- Are interested in gaining a SQA accredited qualification which will help them to improve their knowledge and skills in working with young people in youth work settings
- Are able to commit to a training course which will be delivered over a series of weekends from August – December 2014

NB/ This course is primarily targeted at those working and volunteering in voluntary sector youth groups, including Youth Highland Member groups but others are welcome to apply. The final selection will ensure a mix of candidates based on experience, location and funding criteria. No more than 2 applicants will be accepted from the same youth group.

#### Cost

**£500.** We will ask participants to sign a commitment agreement, prior to starting the course, countersigned by their line manager/representative of their management committee. Fees are due before commencement of the course.

#### How to apply

For more information about this course and to apply, please read this Info Sheet and Application Form and return completed applications to:

**Clair Nichols, Youth Highland, The Pillar Box, High Street, Dingwall, IV15 9HA**  
[clair.nichols@youthhighland.org.uk](mailto:clair.nichols@youthhighland.org.uk), Tel :01349 865186

**Closing date for applications: Friday 4<sup>th</sup> November 2016**

For more information about the course content, please contact:  
**Michele Meehan, Youth Scotland** [michele.meehan@youthscotland.org.uk](mailto:michele.meehan@youthscotland.org.uk)  
 Tel 0131 554 2561

# Professional Development Award in Youth Work

## INFORMATION SHEET FOR PARTICIPANTS

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### INTRODUCTION

The PDA in Youth Work has been designed for those working with young people in a Community Learning and Development context. It is suitable for people who have experience of youth work in a paid or volunteering capacity but who might not have formal qualifications in youth work.

The PDA in Youth Work offers a nationally recognised, SQA accredited qualification at SCQF Level 6.

In order to complete the PDA, participants will also be observed delivering youth work in their workplace or the group/club where they volunteer.

### ENTRY REQUIREMENTS

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All applicants/participants must be 18 + and be able to demonstrate that they:

- Have a minimum of 1 year's experience of regularly working/volunteering in a youth work setting.
- Currently work or volunteer regularly in a youth work setting in Highland Council Area.
- Have written permission from their workplace or the youth group where they volunteer, confirming they can be observed delivering youth work as part of the PDA course.
- Are able to attend **all** the outlined training sessions and undertake all the required assessments.

This course is primarily targeted at those working and volunteering in voluntary sector youth groups/organisations, including Youth Highland Member groups, but others are welcome to apply. Final selection will ensure a mix of candidates based on experience, location and funding criteria. NB/ No more than 2 applicants will usually be accepted from the same youth group/organisation.

### COURSE STRUCTURE

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This course will be delivered by Youth Scotland and Youth Highland using course materials developed by Youth Scotland and LAYC.

The course will involve six main delivery sessions designed to build knowledge and skills in working with young people. Participants are required to take part in all six organised sessions of the programme. Participants will also be required to undertake additional research and learning activities in their own time and to compile a learning log / portfolio to evidence their work.

The PDA in Youth Work is divided into three units of work.

- Understanding and Exploring Youth Work
- Engaging Young People
- Delivering Youth Work

Unit 1 will be delivered (or taught) first to introduce participants to the underpinning knowledge they need to undertake Units 2 and Unit 3. Throughout Units 2 and 3, participants must practice developing their youth work skills within their own workplace/ volunteer setting. Unit 3 requires each participant to plan, organise and lead youth work sessions in their own workplace/ volunteer setting.

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## **UNITS AND LEARNING OUTCOMES**

On completion of each unit, participants must demonstrate competence, knowledge and skills in each of the Learning Outcomes.

### **UNIT 1 Understanding and Exploring Youth Work**

The Unit introduces participants to the context, core values and principles which underpin youth work and raises awareness of the issues facing young people and those working with them. It provides underpinning knowledge and understanding for the National Occupational Standards for Youth Work.

On completion of the Unit the participants should be able to:

1. Explain the current context of youth work in Scotland
2. Outline current definitions of youth work in Scotland
3. Explain the core values and principles underpinning youth work
4. Outline the factors which may impact on youth work practice

### **UNIT 2 Engaging Young People**

This Unit is designed to provide participants with an understanding of communication and group work skills necessary to engage with young people in a range of settings.

On completion of the Unit the participants should be able to:

1. Describe a range of approaches which may be used to engage with young people
2. Outline relevant communication and interpersonal skills required of the youth worker
3. Describe group work skills used in youth work.

### **UNIT 3 Delivering Youth Work**

This Unit is designed to provide participants with the knowledge and skills required to work with young people in a range of youth work settings. It offers opportunities to develop practical skills and to demonstrate the application of the core values and principles of youth work in practice.

On completion of the Unit the participants should be able to:

1. Demonstrate the application of core values and principles of youth work in practice
2. Engage with young people in a youth work setting
3. Plan, deliver and review a youth work activity

## **THE LEARNING LOG/PORTFOLIO**

Participants will be required to keep a learning log /portfolio to record and evidence their learning throughout the course. Support on how to complete this log / portfolio will be given.

## **ASSESSMENTS**

Participants will be asked to undertake written assessments at the end of each unit.

Further information and support about completing these assessments will be given.

As part of the assessment of Unit 3, participants will also be observed delivering a youth work activity in their own workplace/ volunteer setting. This observation will be carried out by a suitable person – either one of the course tutors or by a suitable workplace supervisor / colleague.

## **CERTIFICATION**

Once participants have satisfactorily completed all three units of the PDA, the Approved Centre (Youth Scotland) will process the paperwork and SQA will issue the PDA in Youth Work Certificate.

## **SQA REGISTRATION**

This is a community-based course, delivered by Youth Scotland and Youth Highland and accredited by SQA. Youth Scotland is an SQA Approved Centre and all candidates will be required to register with the Scottish Qualification Authority (SQA).

## COURSE TIMETABLE

### UNIT 1 Understanding and Exploring Youth Work

Monday 28<sup>th</sup> Nov 11am – 4pm

Monday 5<sup>th</sup> December 11am – 4pm

### UNIT 2 Engaging Young People

Monday 16<sup>th</sup> January 11am – 4pm

Monday 23<sup>rd</sup> January 11am – 4pm

### UNIT 3 Delivering Youth Work

Monday 27<sup>th</sup> February 11am – 4pm

Monday 6<sup>th</sup> March 11am – 4pm

Participants will be observed delivering a youth work session for Unit 3 between 7<sup>th</sup> and 31<sup>st</sup> March.

### Assessment Due Dates (dates assessments have to be handed in by):

Unit 1 : Friday 11<sup>th</sup> November

Unit 2 : Wednesday 11<sup>th</sup> January

Unit 3 : Friday 7<sup>th</sup> April

A detailed programme for each of the sessions will be given to candidates at the start of each unit.

### VENUE, ACCOMODATION AND FOOD.

All sessions of the course will be delivered at Youth Highland, The Pillar Box, High Street, Dingwall, IV15 9HA. Tea/coffee and lunch will be provided each day.

### SUPPORT

All candidates will be supported throughout the course by members of the staff training team.

### COST

£500 per candidate.

Youth Highland will be happy to consider offering discounted places to volunteers and workers from small community organisations. We can also help organisations seek funding through small grants if this will help individuals to access the course.

### HOW TO APPLY

Please complete an application form and return to:

**Clair Nichols, Youth Highland, The Pillar Box, High Street, Dingwall, IV15 9HA**

**[clair.nichols@youthhighland.org.uk](mailto:clair.nichols@youthhighland.org.uk)** Tel: 01349 865186

- Application forms must be completed and signed by the applicant.
- Application forms must be returned by no later than **12 noon on 4<sup>th</sup> November.**
- Successful applicants will be advised by **11<sup>th</sup> November.**
- A formal acceptance form will be sent out to those offered places which must be completed and returned asap. **All fees must also be received before the course start date.**
- The first session of the course will take place on **Monday 28<sup>th</sup> November.**

**For more information about the course content, please contact either Clair at the above address or Michele Meehan, Training & Communications Manager, Youth Scotland:**

**[michele.meehan@youthscotland.org.uk](mailto:michele.meehan@youthscotland.org.uk)** Tel 0131 554 2561