

## People Practice CIPD Level 3 Foundation Certificate

Study Mode: Part time | Course Level: 3

### Is this course right for me?

The CIPD Level 3 Certificate in People Practice is a Foundation-level, professional qualification based on the CIPD Profession Map. The Map was launched in 2018, having been developed in collaboration with a wide range of experts working at the heart of the profession. It sets the international benchmark for the people profession and provides a strong foundation to give people professionals the confidence and capabilities to guide their decision-making, actions and behaviours.

Are you working as a People Practitioner and looking to acquire a wide range of relevant, practical skills in human resources and a professional qualification to further your career?

Do you want to change career and move into a HR role?

Or are you a line manager, team leader or supervisor and feel you need more information on human resources to help you in your job?

If you've answered 'yes' to any of the above questions then this is the course for you!

The CIPD Foundation Certificate in People Practice will give you a firm foundation in areas of HR and help you to develop your skills and confidence to become more effective at work.

Managing staff effectively is a key component of organisational success and therefore a better informed and professional approach in managing staff is necessary. The course covers core behaviours for people professionals, business, culture and change in context, principles of analytics and essentials of people practice such as employee lifecycle, contributing to effective selection and appointment of individuals, legislation and how it affects the employment relationship, performance management in motivating and retaining individuals, employee reward and delivery of learning and development.

You will learn by completing assignments and participating in simulated HR activities such as recruitment and selection and the qualification will provide you with the skills required to progress to more advanced studies.

This is a one year part-time course.

### Entry Requirements

There are no formal entry requirements for this course, however you must have an appropriate level of English and need to be able to produce written academic assignments of some length. You will need L2 English or will need to complete an assessment and be working at level 2 as part of entry requirements, prior to an offer been made for L3.

## What will I learn?

During this course you will study the following modules:

- Business, culture and change in context
- Principles of analysis
- Core behaviours for people professionals
- Essentials of people practice

## What skills will I gain?

By studying this course you will:

- ▣ Develop core behaviours as a people professional (eg) culture and behaviour, ethical practice, valuing people, working inclusively, passion for learning
- ▣ Develop a better understanding of principles of analytics (eg) digital working, business acumen, situational decision making, commercial drive
- ▣ Learn how to use motivation and reward as a tool for performance management
- ▣ Improve your analytical skills
- ▣ Meet other people professionals and share good practice

## How will I be assessed?

This course is assignment based with some observations carried out by your tutor.

## What can I do next?

The skills you will learn from this course will enable you to pursue or further a career in Human Resources or progress to a higher education qualification.

## Delivery

**Location:** Wellington Road Campus

**Start Date:** 26/09/2024

**Day:**

**Time:**

**Course Fee:**

**Course Code:** Q2723

**Study Mode:** Part time

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