

NAFD Committee for Professional Development

Tutor Training

Would you like to deliver NAFD Qualifications?

Would you like to achieve a nationally recognised teaching qualification?

Certificate in Teaching in the Lifelong Learning Sector (CTLLS)

Commencing March 2011

Registrations are now being invited from funeral directors interested in training to become a 'qualified' tutor.

A new programme of blended-learning, based on the development of tutoring skills to national qualification standards integrated with the knowledge required to deliver NAFD qualifications, is now available for prospective tutors. Achievement of the new tutor training will provide a recognised national qualification in the Certificate in Teaching in the Lifelong Learning Sector (CTLLS).

The structure of the training consists of a series of tutor-led face-to-face workshops, blended with individual and peer learning, and access to a wealth of online learning materials approved by the national Learning Skills Improvement Service (LSIS).

On achievement of the Certificate in Teaching in the Lifelong Learning Sector (CTLLS), you will automatically become a self-employed NAFD Approved Tutor, responsible for the successful delivery of NAFD qualifications and compliance with quality assurance processes.

Duration

The duration of learning will take place over a period of eighteen months.

Fees

A fee of £1200.00 is applicable.

Experience

Prospective tutors must be currently working in the funeral service and have two years' (or more) experience in an appropriate role. In addition to this, working knowledge in such

as repatriation, exhumation and burial at sea will be required.

Professional Standards

- You must have successfully achieved the NAFD Diploma in Funeral Directing.
- You must either own, or work for, a Category A (funeral firm) member of the NAFD, and be a full member of the British Institute of Funeral Directors.

If you are a practicing funeral director who is already qualified to externally recognised teaching or tutoring standards, ie Certificate in Teaching, PGCE and other related teaching or tutoring qualifications, we will be pleased to hear from you.

Would you like to apply for the new tutor training?

If you are interested in applying for the Certificate in Teaching in the Lifelong Learning Sector (CTLLS), please forward the following information marked for the attention of Angela Allen, Education Development Officer, National Association of Funeral Directors, 618 Warwick Road, Solihull, West Midlands B91 1AA:-

- a personal statement describing your skills, funeral directing experience and reasons for wanting to become a tutor;
- a copy of your current CV;
- confirmation of membership.

On receipt of the above, prospective tutors will be invited to participate in a pre-training briefing, followed by an informal discussion prior to registration.

Registration - Closing Date

The closing date for registrations to join the training scheduled to commence in March 2011 is **Monday 31 January 2011**.

From March 2011 onwards there will be two entry dates per year for commencement of new tutor training – in March and September.

If you have any questions, or would like to discuss this opportunity further, please contact Angela either by email at angela@nafd.org.uk or by telephone on 07595 055042.