

END POINT ASSESSMENT Learning & Skills Mentor

V1.2

End Point Assessment from NOCN



Role Profile

This occupation is found in the public, private and voluntary sectors in national and multinational organisations. The role of the learning and skills mentor can be found in all sectors where training and development is required. For example, but not limited to, healthcare, military, manufacturing, production, business and professional, education, leisure, construction, creative, technology.

The purpose of the learning and skills mentor occupation is to support individuals and groups with their learning and development towards agreed goals. They will do this by working within ethical and legal frameworks to ensure a high standard of mentoring practice. They will work collaboratively with stakeholders to inclusively meet the individual needs of the mentee. They will be committed to their own professional development and reflective practice as a mentor and within their sector.

They will typically work in an environment in their organisation where they are the knowledgeable other. They will work in a variety of locations and environments where mentoring activity may be undertaken face to face or remotely. In their daily work, an employee in this occupation may interact with other professionals at any level of seniority in the organisation and the sector, such as: supervisors, managers, trainees, other experienced practitioners and where necessary, internal/external professionals to support meeting the individual mentee needs. The learning and skills mentor will be responsible for the mentor relationship with the mentee working within ethical and legal frameworks and organisational boundaries to support the progression of the mentee. They may work with a wide range of stakeholders to support the progression of the mentee and ensure best practice is developed and maintained. The mentor may be responsible for completing their own work to specification, with minimal supervision, ensuring they meet set deadlines.

On-Programme: What apprentices need to learn

The apprentice will be assessed on the knowledge, skills and behaviours required for the Learning and Skills Mentor v1.2 apprenticeship standard.



Apprentices need to complete 6 hours of off-the-job training per week during the on-programme phase of their apprenticeship. Specific rules govern this and it must take place in the apprentice's contracted hours.

Refer to the [IfATE website](#) for further details on the apprenticeship standard and assessment plan.

End Point Assessment

End Point Assessment is the final stage of the apprenticeship. As defined in the assessment plan, the End Point Assessment for the Level 4 Learning & Skills Mentor consists of the following events.

Observation with Questions:

You will be observed by an independent assessor completing your work. It will last at least 2 hours. They will ask you at least 5 questions.

Professional Discussion Underpinned by a Portfolio of Evidence.

You will have a professional discussion with an independent assessor. It will last 60 minutes. They will ask you at least 8 questions. The questions will be about certain aspects of your occupation. You need to compile a portfolio of evidence before the EPA gateway. You can use it to help answer the questions.

Grading

The final decision on the grade to be awarded to the apprentice will be based on the scoring of the two components of the final assessment, the observation and professional discussion.

As the two assessment methods are cumulative, it will be the overall grade across both observation and professional discussion that determines the grade achieved. The apprentice will be awarded a Pass, Merit or Distinction.

Results and Certification

On successful completion, NOCN will issue an EPA grade notification and apply to the Education and Skills Funding Agency (ESFA) to produce the final apprenticeship certificate.

Who are we?

NOCN is a charity whose core aims are to help learners reach their potential and organisations thrive. The group includes business units specialising in regulated UK and international qualifications, End Point Assessment, Access to Higher Education, assured short courses, SMART job cards, assessment services, consultancy and research.





We influence: We work closely with regulators and governments to influence policy decisions affecting the sector on behalf of the providers we serve.



We specialise: Our subject matter experts create learning content tailored to meet the future needs of the sectors we operate in.



We care: We aim to work in partnership with our customers, offering support and training to ensure an excellent learner experience.



We are Sustainable: In our pursuit to create long term ecological, social and economic value in all that we do to support the Net-Zero economy through individual actions and organisational strategy and initiatives.