

Purpose Statement

Open Awards Level 2 Award Professional Behaviours (RQF)

The primary purpose of this qualification is to prepare you for the next level of learning by providing you with skills and behaviors essential for both further academic learning or employment pathways. Designed to be relevant for a wide range of academic or vocational areas, this qualification will provide you with a strong foundation of professional behaviors that will support higher level learning

Who is it for?

- Those actively looking for employment, voluntary work or placements.
- Individuals who are already employed and who wish to develop their skills and knowledge in order to progress professionally within their chosen career pathway.

What does this qualification cover?

To achieve the Award, you are required to achieve 9 credits and commit to around 90 hours of learning.

You will need to complete 9 credits. You can choose from units including:

- Report Writing
- Critical Thinking
- Resilience Skills
- Time Management
- Practical Presentation Skills
- Research Methods

What are the Entry Requirements?

There are no age restrictions for working towards this qualification and no specific prior achievements required.

What are the Assessment Methods?

You will be required to complete a portfolio of evidence to achieve this qualification. Types of evidence included in your portfolio could include:

- Written Assignments
- Reflective Journals
- Questions/answers
- Recorded discussions with your tutor
- Videos/ Photographs
- Evidence of Practical Activities

What are the Progression Opportunities?

This qualification has been designed to support progression to further learning within your chosen academic or vocational area, including completing a full level 2 qualification within your chosen area:

- Level 2 Certificate/Diploma in Skills for Business
- Level 2 Certificate/Diploma in Skills for Health and Care Professions

It could also support your progression onto a Level 3 Access to Higher Education Diploma which could enable you to progress to university. The academic skills covered within this qualification provide an excellent foundation for the developmental skills required as part of an Access to Higher Education Diploma

You could also explore applying for an Apprenticeship

This is a programme that combines practical training in a job with study. They are available in all types of sectors, from administration to horticulture, engineering to catering.

The behaviours and skills within the Level 2 Awards in Professional Behaviours have been included to provide you with skills sought after by employers to support high performance within future employment.

Who supports this qualification?

This qualification has been reviewed with and is supported by a diverse range of training providers and Further Education Colleges, including The Manchester College and Infused Learning