
Social Worker Degree Apprenticeship Practice Tutor XKXY113

Presentation pattern *October to January (40 months)*
February to January (36 months)
First presentation of apprenticeship will run from October 2019 to January 2023

Module description

The Open University's BA (Honours) Social Work (England) (Apprenticeship) provides students with the opportunity to gain a social work degree and apply for registration with the social work regulator for England, through the Government's Apprenticeship scheme.

The degree apprenticeship provides employer-sponsored apprentices with 60 credits of practice-focussed education at each level of study, combined with a further 120 credits of underpinning theoretical learning and a final 60-credit End Point Assessment – a total of 360 credits across all three levels. There are two presentation patterns for the qualification, one designed to complete in 36 months and the other in 40 months. This degree meets the standards for the Social Worker Degree Apprenticeship (SWDA), which was developed by employers and approved by the Skills Funding Agency in 2018.

The Practice Tutor will provide learning support for a specific cohort of apprentices to progress through all three levels of the qualification – i.e. they will support the same group through from initial induction to successful completion of the final module. The Practice Tutor will contribute to the quality assurance of practice-based learning environments and work collaboratively with Practice Educators carrying out assessment of apprentices' practice learning. The Practice Tutor is the first point of contact for the apprentice in dealing with any matter related to their practice-based learning across the qualification.

The Practice Tutor is managed and reports to a Staff Tutor in the Faculty of Wellbeing, Education and Language Studies, who is their first point of contact for dealing with any matter related to practice-based learning.

The role includes:

- Monitoring the progress of a group of learners throughout their apprenticeship
- Contributing to the effective induction of individual apprentices to the qualification and to the modules at each level, in collaboration with OU colleagues
- contributing to the induction of Practice Educators (PE) for the two periods of assessed practice learning
- Participating in an initial face-to-face meeting with each apprentice, plus their manager, to agree parameters of each other's role and responsibilities, establish learning goals for the apprenticeship, identify suitable practice learning opportunities, discuss assessment requirements, discuss the learner's current practice with respect to the assessment requirements of the practice-based modules, and agree methods of communication (including arrangements for quarterly reviews of the apprentice's progress and achievements)
- Leading quarterly progress reviews (with the apprentice and their manager and/or Practice Educator) of each apprentice's progression towards the qualification learning outcomes, professional competencies and SWDA standard; reviewing the practice learning opportunities accessed and identifying further practice learning opportunities to be sought during the remainder of each qualification Stage. During periods of assessed work-based learning under the supervision of a Practice Educator, meetings will incorporate the initial Practice Learning Agreement, mid-point review and end-of-placement review.
- Supporting apprentices to use their Learning Plan to identify and achieve learning aims, and to use the ePortfolio to provide evidence of their application of learning and progress against the SWDA standards.

- taking action as necessary (in association with other relevant staff) if a learner is at risk of failing/making unsatisfactory progress; agreeing an action plan with the learner and their manager and/or Practice Educator; evaluating the need for additional support and ensuring that it is provided; liaising with the Staff Tutor on progress as required
- reporting/providing feedback to module and qualification teams (and others as required) on apprentices' practice-based learning experiences and performance on their modules, via specified documents/reports and meetings
- maintaining accurate and up-to-date records for each apprentice
- contributing to the quality assurance of practice-based learning environments

Person specification for practice tutor

You should have:

Essential

- a degree or equivalent qualification
- a professional qualification in social work that allows registration with a UK regulator
- recent and relevant experience of delivering or supporting social work education
- knowledge and experience of current practice in social work settings
- understanding of the needs of adult learners and how adults learn in practice-based contexts
- effective negotiation and communication skills
- internet access and effective IT skills
- an organised and systematic approach to work
- experience of supporting students, including at a distance, communicating effectively using email, text, instant messaging or other electronic means
- understanding of, and commitment to, equal opportunities policies and practices
- ability and willingness to travel to designated centres
- commitment to personal and professional development
- DBS (children and adults) (where applicants do not have current DBS they will be required to undergo clearance before module start)

Desirable

- a teaching qualification and/or practice education qualification
- ability to maintain distance relationships with learners using social networking tools

Credits awarded to the student for the successful completion of a module:	60
Level of ICT requirements:	2
Number of students likely to be in a standard group:	5
Salary band:	5
Estimated number of hours per teaching week:	3