

Level 4

Learning & Skills Mentor

TYPICAL DURATION: 12 MONTHS

FUNDING VALUE: £5000*



Role Profile

Learning and Skills Mentors work across the public, private, and voluntary sectors in national and multinational organisations. They are found in sectors where training and development are essential, such as healthcare, military, manufacturing, business, education, and technology. Their primary role is to support individuals and groups in achieving agreed learning goals, adhering to ethical and legal frameworks. Mentors collaborate with stakeholders to meet mentee needs, working in various environments, both face-to-face and remotely. They are responsible for managing the mentoring relationship, ensuring progression, and maintaining high standards through continuous professional development and reflective practice.

Additional Requirements

Level 2 in English & Maths

A British Sign Language (BSL) qualification is an alternative to the English qualification for those whose primary language is BSL.

Course Content

During their apprenticeship, individuals develop essential skills, knowledge, and behaviours for the Learning and Skills Mentor role. This includes understanding mentor responsibilities, ethical and legal requirements, and safeguarding. Apprentices learn to establish mentoring contracts, plan sessions, and assess mentee progress.

Key areas also include communication techniques, feedback methods, record-keeping, and reflective practice. Apprentices are trained to identify development barriers, offer vocational and pastoral guidance, and maintain sustainable mentoring practices. By the end of the apprenticeship, they will be equipped to support mentees in achieving their goals and ensuring continuous professional growth.

End Point Assessment

This EPA has 2 assessment methods.

- Observation with questions
- Professional discussion underpinned by a portfolio of evidence

Non-levy Employer Contribution*

£250 (5%)

Typical Job Roles

Academic mentor

Training mentor

Learning mentor

Occupational mentor

Vocational mentor

Tutor

Technical mentor

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