

## CERTIFICATE OF VALIDATION

New validation

Validation Process: **New**

<b>Provider Name</b>	Cavan & Monaghan Education and Training Board
<b>Date of Validation</b>	07-Feb-24

	Code	Title	Award	Exit Only
<b>Principal Programme</b>	PG25525	Level 5 Specific Purpose Certificate in Volunteering for Community Engagement	Specific Purpose Certificate (Special Purpose Award at NFQ Level 5) 5S22394 15 credits	N/A
<b>Embedded Programme</b>	N/A			

	First Intake	Last Intake
<b>Enrolment Interval</b>	Mar-24	Feb-29

### Principal Programme

	Full Time	Part Time	Delivery Mode: full-time / part-time
<b>Intakes per Annum:</b>	0	20	Part Time
<b>Minimum Learners per Intake:</b>	0	5	
<b>Maximum Learners per Intake:</b>	0	19	
<b>Duration (months)</b>	N/A	4	

#### Target Learner Groups

This programme is primarily targeted at learners who are either existing volunteers or are interested in becoming community volunteers. While many learners will be working in a voluntary capacity prior to enrolment, others will be introduced to volunteering through the programme.

#### Brief Synopsis of the Programmes

This programme aims to provide recognition for the knowledge, skills and competencies that learners acquire in a voluntary community development setting. The curriculum is structured to allow participants to explore and articulate their own motivations for volunteering and to reflect critically on their own past, current and future contributions to their voluntary organisation and communities (field work). Learners will be invited to consider their own voluntary activities within the wider context of the local, national and global contributions of community volunteering (including activism and advocacy), while also exploring the potential moral and ethical implications of their voluntary work.

The programme is suitable for existing and aspiring volunteers.

## Minimum Intended Programme Learning Outcomes

On completion of this programme the learner will be able to:

1. Evaluate the importance of volunteering as a commitment to social responsibility and community engagement.
2. Advocate effectively for the social, environmental or political causes they support.
3. Apply ethical frameworks to decision-making in all community volunteering activities.
4. Work collaboratively with other stakeholders to achieve common community goals, showing some evidence of leadership potential.

### Teaching and Learning Modes

1. Directed Learning
2. Group Discussions
3. Group Discussions/Interactions
4. On-the-Job Training
5. Self Directed Learning

### Approved Countries

Ireland

## Physical Resource Requirements

While there are no Special Validation Requirements (SVRs), the following are required for delivery of this programme:

- a projector for instructor presentations
- access to a computer
- internet access
- access to online tools, videos, documents, etc.
- access to a whiteboard for brainstorming/idea generation sessions
- access to markers and poster-size paper (A3 or larger) for creation of group documents

These requirements are already in place in the CMETB services seeking validation of this award.

Staff Profiles	Qualifications and Experience	WTE
Support Staff	All support staff will be appropriately qualified/experienced in the area in which they are providing support: <ul style="list-style-type: none"> <li>· Guidance/access support officers</li> <li>· Administration</li> <li>· IT support</li> </ul>	0.1
Training instructor, tutor	Tutors teaching on this module will hold a qualification (minimum NFQ Level 7) in one of the following: <ul style="list-style-type: none"> <li>• Social work</li> <li>• Community studies</li> <li>• Politics</li> <li>• Any relevant subject from the social sciences</li> <li>• Any relevant subject from the humanities</li> <li>• Any other related discipline that the providing service considers relevant</li> </ul> Ideally, tutors will have some prior experience of teaching in their area of specialism and some knowledge of the voluntary sector in Ireland. A recognised training and development qualification is highly desirable.	0.2
Assistant Manager/Programme Ma	NFQ Level 7 or higher/equivalent qualification in a subject specific degree And Expertise in the FET sector or equivalent	0.1
Centre Manager/Coordinator	NFQ Level 7 or higher/equivalent qualification in a subject specific degree And A high level of expertise in the FET sector or equivalent And Have a broad-based work experience	0.1

Approved Centres	Centre	Minimum Enrolment per Annum	Maximum Enrolment per Annum
	38325Q Youthreach Carrickmacross	5	38
	40476D Youthreach Cavan	5	38
	40661V Loughan House Education Service	5	38
	40708V Youthreach Monaghan	5	38
	40881M Co Cavan ETB Adult Learning Centre	5	38
	41085Q Youthreach Kingscourt	5	38
	42221D Cavan and Monaghan ETB Community Education Service	5	38
	42467M Youthreach Cootehill	5	19
	42608E Castleblayney Youthreach	5	19
	42609G CMETB Adult Literacy	5	38
	38786G CMETB Community Education	5	38

Additional Locations	Location Name	Minimum Enrolment per Annum	Maximum Enrolment per Annum
	N/A		

Learner Teacher Ratios	Learning Activity	Ratio
	Workplace Learning	N/A
	Independent Learning	N/A
	Group Work	1:19
	Group Discussion	1:19
	Classroom Directed Learning	1:19

Programme being replaced by this Programme	Prog Code	Programme Title	Validated
	N/A		

# Conditions of Validation of the Programmes Covered by this Certificate of Validation

## Part 1: Statutory Conditions of Validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. Co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. Establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. Continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. Provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

## Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act

### Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

### Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1. The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

### Part 2.3 General Condition of Validation

The provider of the programme shall:

1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.
3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writing, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.

9. Adhere to QQI regulations and procedures for certification.

10. Notify QQI in writing without delay of: a. Any material change to the programme; a. Anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards; b. Anything that infringes the conditions of validation; or c. Anything that would be likely to cause QQI to consider reviewing the validation.

11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)) .

12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

#### **Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria**

#### **Part 2.5 Special Conditions of Validation**

## Programme and stage schedules

### PG25525 Level 5 Specific Purpose Certificate in Volunteering for Community Engagement

<b>Name of Provider</b>		Cavan & Monaghan Education and Training Board													
<b>Programme Title</b>		PG25525 Level 5 Specific Purpose Certificate in Volunteering for Community Engagement													
<b>Award Title</b>		Specific Purpose Certificate							<b>Exit Award Only</b>		N/A				
<b>Teaching and learning modalities</b>		Directed Learning; Group Discussions; Group Discussions/Interactions; Self Directed Learning; On-the-Job Training													
<b>Delivery Modes</b>	<b>Award Class</b>	<b>Award NFQ Level</b>	<b>Award EQF Level</b>	<b>Stage</b>	<b>Stage NFQ Level</b>	<b>Stage Credits</b>	<b>First Intake</b>		<b>ISCED Code</b>						
Part time	Special Purpose	5	4	Award Stage	5	15	Mar 2024		03.1.4						
<b>Module</b>				<b>Total Student Effort Module (Hours)</b>						<b>Allocation of Marks</b>					
<b>Title</b>			<b>Semester</b>	<b>Status</b>	<b>Credit</b>	<b>Total Hours</b>	<b>Class Contact Hours</b>	<b>Direct e-learning</b>	<b>Hours of independent learning</b>	<b>Work-based learning efforts</b>	<b>C.A. %</b>	<b>Project %</b>	<b>Skills demonstration %</b>	<b>Exam %</b>	<b>Workbased %</b>
Volunteering For Community Engagement			Not Applicable	M	15	150	50	0	40	60	25	75	0	0	0