

Level 5 Apprenticeship:

HR Consultant Partner

Duration: 19-24 months

This role could be called an HR consultant or an HR business partner in different organisations. Individuals in this role will use their HR expertise to provide and lead the delivery of HR solutions to business challenges, together with tailored advice to the business in a number of HR areas, typically to mid-level and senior managers. They could be in a generalist role, where they provide support across a range of HR areas – likely to be the Core HR option; or a specialist role, where they focus on and have in depth expertise in a specific area of HR – likely to be Resourcing, Total Reward, Organisation Development, or HR Operations. Whichever of these is chosen, they will have a good grounding across the whole range of HR disciplines as this is contained in both of the qualification options included in this standard.

In this role they will often be required to make decisions and recommendations on what the business can or should do in a specific situation. They will be influencing managers to change their thinking as well as bringing best practice into the organisation. In a larger organisation they may be one of a team supporting the business and they may also have responsibility for managing people.



You will develop:

- **Knowledge:** HR technical expertise, business understanding, HR function, MI and technology.
- **Skills:** HR consultancy, providing support and advice, contributing to business change, building HR capability, HR information analysis, personal development and relationship management.
- **Behaviours:** Flexibility and resilience.

Who it's for:

This standard is aimed at individuals who are in roles such as HR consultant, HR business partner or HR Manager. Individuals in this role will use their HR expertise to provide and lead the delivery of HR solutions to business challenges, together with tailored advice to the business in a number of HR areas, typically to mid-level and senior managers.

Teaching, learning and assessment:

- You will be allocated a dedicated Skills Teaching Assessor.
- An individual learning plan will be developed with you and your Skills Teaching Assessor.
- You will have formal progress reviews with your assessor every 10-12 weeks.
- Coaching and mentoring forms an integral part of your individual learning journey to ensure you have the most appropriate guidance and support to complete your programme.
- At the end of your programme you will complete an end-point assessment with an independent assessment organisation, agreed by your employer.
- You will mutually agree SMART targets that take into consideration your individual ambitions and career goals.
- Complete the CIPD Level 5 Diploma in Human Resource Management.

Additional off-the-job training

- Practical training.
- Shadowing.
- Coaching and mentoring.
- Online learning.
- Support with assessment.

On completion learners can take on further studying with CIPD either learning or development. Alternatively, study the CIPD Level 7 which is the most prestigious qualification you can attain as a HR or L&D professional. It's an advanced diploma equivalent to a postgraduate/masters degree where you can apply for Chartered CIPD membership.



Delivery:

Delivery can be face to face, remote or a blended approach.

For further information:

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