
THE JUICE RECRUITMENT CONSULTANT DEVELOPMENT PROGRAMME



DEVELOP YOUR COMMERCIAL
SKILLS AND RECEIVE NATIONAL
ACCREDITATION OF YOUR TALENTS.



The Juice Recruitment Consultant Development Programme aims at challenging you to maximise your potential by improving your ability to create new business opportunities, identify the best candidates to meet client demand, represent the company professionally, work efficiently and to drive business success. We are looking for delegates who can demonstrate a passion and commitment to participating in the programme and to achieving the right standards. This brief prospectus gives you further information about the programme.

ABOUT RECRUITMENT JUICE

As a registered independent, government approved apprenticeship training provider, we offer government-funded qualifications and development programmes specifically for Recruitment businesses. We are a multi-award winning company with accreditation from APSCo, REC and the Education and Skills Funding Agency. We understand your industry and are well placed to help employers navigate the sometimes-intimidating world of funding, standards and assessment.

DID YOU KNOW?

- Government Funded Training is available to EVERY recruitment business
- The Programmes are available to new AND existing staff
- 98% of our learners are professional adults

OUR DEVELOPMENT PROGRAMMES AT A GLANCE:

- Rated 'Good' by Ofsted in August 2022
- Rated as Excellent by employers on the UK Government website, based on 95 Employers independent reviews
- Currently have 3,000+ learners
- Provide national coverage

WHAT DOES IT INVOLVE?

The course lasts 12 months followed by a series of assessments of your knowledge and skills. You need to commit to:

- Being self-critical, evaluative and analytical; being challenged and to challenging others; taking responsibility for your own learning and development;
- Using a variety of -learning facilities including research, assignments, e-learning and on-the-job training.
- Having an online meeting with an external recruitment coach on a one-to-one basis at least every six weeks;
- Building a portfolio of evidence that demonstrates your skills and experience

Pursuing this qualification supports high performance through a blended learning programme of engaging online learning and assessment and individual coaching. It's focused on supporting individuals to achieve in recruitment and progress towards more senior roles.

WHAT WILL I LEARN?

The programme covers a broad range of recruitment topics, including:

- The Recruitment industry – commercial and market insights;
- Effective candidate assessment;
- Recruiting within a legal, regulatory & ethical framework;
- The art of consultative recruitment;
- Delivering excellent sales results

You can see a more detailed curriculum in the Appendix.

HOW DOES THE PROGRAMME BENEFIT ME?

- You will achieve the prestigious Level 3 Certificate in Principles of Recruitment Practice and Level 3 NVQ Diploma in Recruitment
- Successful completion of the programme means you can use the letters CertPRP after your name.
- You will raise your personal brand by enhancing your recruitment skills, your CV and your career prospects.
- You will have a nationally recognised achievement at no cost to you.

WHAT ELSE DO I NEED TO KNOW?

- The programme is funded by the Education and Skills Funding Agency, which uses money collected from your employer under the Apprenticeship Levy scheme.
 - The programme cannot be shortened due to funding rules.
 - You must take ownership and responsibility for your own progress and success.
 - You must hold level 2 qualifications in English and maths. This means grade C/4 or above in GCSE or level 2 in functional skills.
 - Your coach will keep in touch with you at least every six weeks to encourage you, and to steer you through the qualification until you successfully achieve the Level 3 Apprenticeship Standard.
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WHAT HAPPENS NOW?

It's time for you to express your interest in joining the programme. We are happy to clarify any point and answer questions.

We run regular information webinars where we'll provide some additional information about the programme. Let us know if you would like to join the next one. If you decide to enrol, you will commence an onboarding process that will take you through a range of steps required by the funding agency. These include collecting some personal data, asking for proof of your ID, taking some brief initial assessments in English and maths, and providing copies of your existing English and maths qualifications.

We start new programmes at the beginning of each month, and we look forward to enrolling you soon!



APPENDIX

THE JUICE RECRUITMENT CONSULTANT DEVELOPMENT PROGRAMME CURRICULUM

Module	Task	Course Content / Learning Outcome	Learning Events	Meetings / Coaching
Pre-programme	Enrolment/Onboarding process to include: <ul style="list-style-type: none"> • Webinar to explain programme and commitments • Checks on eligibility • Initial assessments in English and maths • Checks on existing English and maths qualifications • Assessment of existing skills, knowledge and behaviours 			
Module 1	The Evolution and Enterprise of the Recruitment Market	<ul style="list-style-type: none"> • Recruitment Evolution • Recruitment Enterprise • Recruitment Influences 	Online Learning, Workbook, Assignment: Understanding the Recruitment Market	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP
Module 2	Recruiting within a Legal, Regulatory & Ethical Framework	<ul style="list-style-type: none"> • A Recruiter's obligation • Don't discriminate • Data protection and General Data • Protection Regulations • Getting guidance • Rights and responsibilities • A culture of equality and diversity 	Online Learning, Workbook, Assignment: Understanding the Legal, Regulatory and Ethical Requirements within recruitment	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP
Module 3	Building Relationships with Clients and Candidates	<ul style="list-style-type: none"> • Building Connections • A Personal Brand • Happy Clients • Happy Candidates 	Online Learning, Workbook, Assignment: Understanding Relationship Management in Recruitment	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP
Module 4	Effective Candidate Assessment	<ul style="list-style-type: none"> • The Science of Assessment • The Art of Assessment • An objective view • Legal and moral obligations 	Online Learning, Workbook, Assignment: Understanding the Principles of Assessing People	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP

Module 5	A Strategy for Success	<ul style="list-style-type: none"> Finding the right opportunities A strategy for success The Berati Box positive behaviour model The full sales cycle A sales communication plan Push and pull styles The financial deal 	Online Learning, Workbook, Assignment: Understanding Sales for Recruitment	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP
Module 6	Commercial Prospects for the Recruitment Industry	<ul style="list-style-type: none"> Financial fundamentals Commercial prospects for the recruitment industry Employment models and the market Carve out a winning career Critical Support 	Online Learning, Workbook, Assignment: Understanding Recruitment Operations	Remote Coaching Session with Mentor Planned Assessment for Diploma and Cert PRP
Module 7 + 8	Tailored Individual Stretch and Challenge Development Areas for the Learner	<p>Learners can choose to study further into any of the following topics (this will be agreed between Mentor, Employer and Learner to suit the learner's personal development plan) :</p> <ul style="list-style-type: none"> Advertising Candidate care and management Candidate interviewing and assessment Candidate sourcing Developing existing business Consultative selling Essential sales skills Effective working Social Media – LinkedIn Social media for recruitment and selling 	Online Learning	Remote Coaching Session with Mentor and Formal Review of Progress at Month 10 Planned Monthly Assessments for Diploma
Module 9	Preparation for End-Point Assessment	Preparing for End-Point Assessment	Learner Guide for End Point Assessment	Remote End Point Assessment Coaching Session with Mentor Gateway Meeting with Juice Mentor and Employer
	End Point Assessment	Level 3 Project Assignment – There will be a bank of Project Assignment briefs that will test the learner's ability to demonstrate their knowledge, skills and behaviours.		

		<p>Learners will have approximately 6 weeks to complete the project assignment, it will have a word count of 3000 words (+ / - 10%)</p> <p>This will be followed by a Professional Discussion in weeks 6-8 of EPA period – the discussion is expected to last between 45 and 60 minutes.</p>
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