

SQA Personal Development Awards in Leadership and Management



The awards can provide teaching and support staff with opportunities to develop and be recognised for their leadership skills through SQA qualifications.

PDA		Unit title	SQA Unit Codes	SCQF Credits	SCQF level
PDA in Introductory Leadership and Management SCQF level 6 (GMOL 46)	The PDA in Introductory Leadership and Management at SCQF level 6 covers the fundamental principles of leadership and management. It has been designed for those at the start of their leadership journey – either aspiring leaders or those in their first leadership position.	Leadership and Motivation	HH7J 33	7	6
		Develop Productive Working Relationships with	FD3H 04	9	6
PDA in Team Leadership and Management SCQF level 7 (GL9D 47)	The PDA in Team Leadership and Management at SCQF level 7 is designed for those looking to move into their first formal team leadership role or those new to team leadership.	Lead your Team	H5XP 04	9	7
		Management: Developing Self - Skills	H1F1 34	8	7
PDA in Operational Leadership and Management SCQF level 8 (GM0C 48)	The PDA in Operational Leadership and Management at SCQF level 8 is designed for managers who wish to develop competence, knowledge and skills in directing, motivating and leading the work of others.	Leadership	HH63 35	8	8
		Manage a Project	DR5J 04	11	8
PDA in Strategic Leadership and Management SCQF level 9 (GM0M 49)	The PDA in Strategic Leadership and Management at SCQF level 9 is designed for leaders and managers who contribute to strategic development in an organisation – as well as those who wish to enhance their awareness and understanding of the strategic process.	Leadership for Managers	F5GH 36	16	9
		Plan Change	FM4W 04	15	9

Complete your SQA Assessor Award

SQA qualifications for assessors and verifiers are individual SVQ Units and workplace Professional Development Awards (PDAs), available at SCQF levels 8 and 9. These qualifications are for all workplace assessors and internal verifiers of regulated qualifications such as SVQs in all occupational sectors. Playback is now approved to deliver:

1. Unit L&D9DI Assess Workplace Competence Using Direct and Indirect Methods

2. Conduct the Assessment Process (GF8P 48)

What are the benefits for staff in their professional development?

- School based, innovative project opportunities that demonstrate your management and leadership capabilities and provide you with a recognised SQA Management Qualification.
- Leadership and Management opportunities linked to the school improvement plan - practical leadership development and accreditation for work you are already undertaking through school projects
- Opportunities for capacity building by adding to existing qualifications in line with Career Long Professional Learning (CLPL) and will contribute to the GTC portfolio.
- Opportunity to identify and lead change in your own setting to improve practice and 'make a difference', whilst improving your own managerial and leadership skills.
- A practical insight into the current concepts of what effective leadership means within education in the 21st century.
- A complimentary approach as you progress to future academic leadership's programmes.
- Competency based awards delivered onsite which allow candidates to choose the units that match their requirements within the school context whilst reflecting the school improvement plan.
- Up to date accreditation and evidence for the purposes of applications and interviews for management positions.

Who can participate?

The PDAs encourage disseminated leadership opportunities for those staff who are seeking and recognise the value of accredited leadership opportunities. PDAs allow staff to demonstrate and developed their role within the school including:

- Deputy Head Teachers
- Principal Teachers
- Classroom Teachers
- Support Staff

What kind of support will candidates receive?

- training in SQA processes, advice and support in the context of projects' and school developments
- online support via our elearning web site including SQA support packs practical resources from Playback to support the identified project where appropriate
- mentoring/support from the head teachers and Playback assessors
- practical guidance through school support visits and/or assessors meetings
- guidance on assessment procedures, evidence gathering and timelines
- guidance on linking performance criteria, behaviours and knowledge and understanding to the expectations within relevant PDA units of work

Candidate will be required to:

Participate in an Induction session that includes: Rationale of SQA PD Awards, completion of a pre-course candidate assessment, evaluation questionnaire and profile.

Familiarise themselves with the elearning resource - set targets and complete a Template Action Plan.

1. Participate in an individual session with their assessor confirming guidance and support available – candidates action plan for their projects mapped to relevant PDA, resources identified to provide both practical and academic support including log in to proof positive on line portfolio.
2. Candidates will receive:
 - A personal Leadership profile
 - Playback's resources to support PDA units if appropriate
 - Personal online portfolio
 - On line SQA candidates Induction Pack
 - Mentoring and coaching support
 - Assessment and Verifier Services
 - SQA Certification

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