



Frequently asked questions

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Will I be able to teach in schools once I have my Preparing to Teach in the Lifelong Learning Sector (PTLLS) award?

The straight answer is no. PTLLS qualifications are related to teaching in the Lifelong Learning Sector. The Lifelong Learning Sector covers Further Education, community learning and development, work-based learning, and some Higher Education. Life Long learning is sometime referred to as adult education, and students are usually older than school leaving age. It might be worth finding out if the school that you want to teach at appoints instructors (unqualified teachers).

What does PTLLS enable me to do?

PTLLS is an introductory award that covers the basics of teaching in the lifelong learning sector. Because it provides a solid foundation on general teaching principles, it's a really useful course if you're thinking about a teaching career, and are unsure of which path to take.

The PTLLS award is for those who are or who want to be a teacher, tutor or trainer and need to be able to plan, prepare and implement learning for a specialist area. PTLLS is the initial award, which has been developed to provide a threshold licence to teach in the lifelong learning sector in England. PTLLS is also the first step to a full teacher qualification.

A full teacher qualification is a requirement for all those who are new to teaching, training or tutoring in publicly funded provision. The course is also for trained tutors or teachers who want to update their underpinning knowledge and teaching or training skills.

We offer PTTLS as a level 4 course. Level 4 is much more theoretical than the level 3 courses, and involves the ability to critically analyse, use specific referencing, and carry out detailed reflection and evaluation.

The qualification can be used in its entirety if you are tutor or trainer. The course also gives you 6 credits towards the CTLLS or DTLLS.

What is lifelong learning?

Lifelong learning offers education and training to an enormous range of learners. Someone looking to improve their literacy skills, a worker who wants to gain a qualification in their trade, and those looking to complete A Levels or Degrees are just some of the students who turn to lifelong learning. Part time and day release courses are frequently offered – in addition to full time courses. The sector includes further education colleges, 6th form colleges, company in-house training departments and work based learning, community colleges, prisons, charities and many more.

Teaching qualification requirements for the sector are regulated by law. Work based learning, adult and community education, and offender learning are often funded by the Skills Funding Agency [SFA], and so they are regulated by the contracts that pay for the teaching or training that takes place. So, if you are planning to teach or train on programmes that are funded with SFA money, then you will be subject to their regulations. If you teach on an SFA funded provision, then you must gain the relevant qualifications.

What career options will be available to me as a lifelong learning teacher?

The possibilities are endless! We have included a few options that will be open to you when you complete lifelong learning qualifications.

- Teacher – teachers are employed in a wide range of subjects and can also be known as lecturers, trainers, or tutors.
- Learning support practitioner.
- Assessor – assessors support and assess people working towards vocational qualifications (NVQs), ensuring that evidence submitted meets the national occupational standards required to achieve a vocational qualification. The quality assurance role includes supporting and working with assessors to develop assessment procedures and facilitate good practice.

Why not [send us an email](#) about your goals, and we can advise you on the best paths to your chosen career.

What subjects can I teach as a lifelong learning teacher?

Adult education lecturers, tutors, and trainers teach a very wide range of subjects and skills ranging from art appreciation to languages and IT skills and, increasingly, Skills For Life and Skills for Business. They teach at all levels, from entry level to foundation degrees and professional qualifications. Learners are usually older than school leaving age, and often choose to study part time. Courses may lead to general, vocational, or academic qualifications which prepare students for work, higher education (HE), or may support personal interest.

Employers include local adult community colleges, outreach centres, Further Education colleges, universities, and independent providers such as residential colleges, prisons and youth offender organisations, work-based learning in commercial companies, and voluntary and charitable organisations.

Adult education teachers might: work on part-time contracts, for several employers. You could also work in a training and development role for a commercial company, or in a full time lecturing role at a Further Education college.

As an adult education teacher, what will my role involve?

The amount of preparation and assessment activities that you are required to undertake will depend on the responsibilities included in specific roles. Typically, you might:

- design courses appropriate to the learner group – this includes preparing session or lesson plans appropriate to the size and type of learner group and adapting teaching methods to the needs of learners;
- research and develop new courses to fit with the programme or curriculum requirements of, for example, community education projects, employer requests and local education authorities;
- develop and prepare appropriate learning materials;
- accompany students on field trips and educational visits and preparing risk assessments;
- evaluate the outcomes of individual learning through formal assessment or informal methods, and providing constructive feedback;
- help individual learners with any difficulties that they encounter with their studies;
- talking to learners about what further learning they might progress to after their current studies;

- help learners to become more confident and self aware;
- prepare information for inspection visits and other quality assurance exercises;
- monitor the effectiveness of, and the demand for, a course in order to predict future developments and changes; and
- keeping up to date with relevant subject area(s) through further training and appropriate reading and private study.

Do I need to be qualified as a Full Teacher, or an Associate Teacher?

As a new teacher, you are required to gain a teaching qualification. Most teaching work in the sector involves you undertaking the full teaching role – this means you need to work towards the full teaching qualifications and achieve the professional status of QTLS (Qualified Teacher Learning and Skills). To find out which route you should take, talk to one of our advisors about the role that you want to go into.

How do I qualify as a Full Teacher or an Associate Teacher, and what's the difference?

To qualify as a Full Teacher, you will need to complete the Diploma in Teaching in the Lifelong Learning Sector (DTLLS), which is often also called a PGCE or Cert Ed. It can be done part time, and there is a requirement for 150 hours teaching over the course.

An Associate Teacher teaches sessions, but does not do all the things usually associated with college teachers – they are sometimes called trainers. For example, they may not be expected to plan their sessions or write the course, rather being given these materials by a senior member of staff or relying on prepared materials from a resource bank. If you plan to train in the workplace, then you will need to become an Associate Teacher.

A new Associate Teacher is required to gain a teaching qualification called the CTLLS – the Certificate in Teaching in the Lifelong Learning Sector – and work towards the professional status of ATLS (Associate Teacher Learning and Skills). There is a requirement for 30 hours of teaching over the CTLLS course.

I'm interested in training in the workplace, but I don't want to be a college lecturer. What are my options?

It sounds like you'd like to become an Associate Teacher. Associate Teachers are often referred to as trainers. A good example of an Associate Teacher is a trainer within a company who teaches sessions, but does not do all the things usually associated with college teachers. Often trainers deliver the same session every time, independent of the audience. If you want to be a college lecturer, then this is not the qualification for you. But, if you like the idea of training in a particularly defined area, then an Associate Teacher qualification might be just what you need. To become an Associate Teacher you will need the CTLLS qualification.

Do I have to be qualified before I can get a teaching job in the lifelong learning sector?

Although many teachers complete a full time teacher training course before coming into the sector, it is not a requirement that you hold any teaching qualifications before you get work as a teacher in the sector. A college, for example, can employ anyone they deem competent to teach what they want them to teach – this is because in some subject areas it is hard to recruit staff with the professional skills and qualifications in addition to teaching qualifications. For example, brickwork is taught in FE colleges and generally colleges employ bricklayers to teach on the courses and then get them to do their teacher training alongside.

As a result, if you are skilled in an area where a college is short of teachers, you may be able to get paid work in advance of getting qualified. You can then undertake your qualification while employed. You might be surprised that a large number of teachers start in the sector in this way, including our Centre Manager!

If you are completely new to teaching, but wish to get your teaching qualification part time, it may be difficult to do this through a college. If this sounds like you, you might want to think about doing the PTLLS first. The beauty of online learning is that you can fit it in around your current career and lifestyle, and you have as long as you need to complete it.

Importantly, you do not need to be teaching already to complete the PTLLS and afterwards you are more likely to get a job in the lifelong learning sector with no previous teaching experience.

Where do employers advertise vacancies?

Jobs might be advertised in the local press, especially if these are for part-time posts. If you want to become a work based trainer, it's best to start with the relevant professional or trade journals. All colleges and most community learning and development centres advertise full time vacancies in the 'FE Focus' section of The Times Educational Supplement – this is published on Fridays and is available through most newsagents and in public libraries. Also check <http://www.tes.co.uk> – the website for the Times Educational Supplement.

Some colleges advertise full-time vacancies in the Tuesday edition of The Guardian, and on their website <http://jobs.guardian.co.uk>, and in the Thursday edition of The Independent. Further education posts are also advertised in <http://www.fejobs.com>, on <http://www.fecareers.co.uk>, and on <http://www.teachfe.com>. You could also try your local Jobcentre Plus.

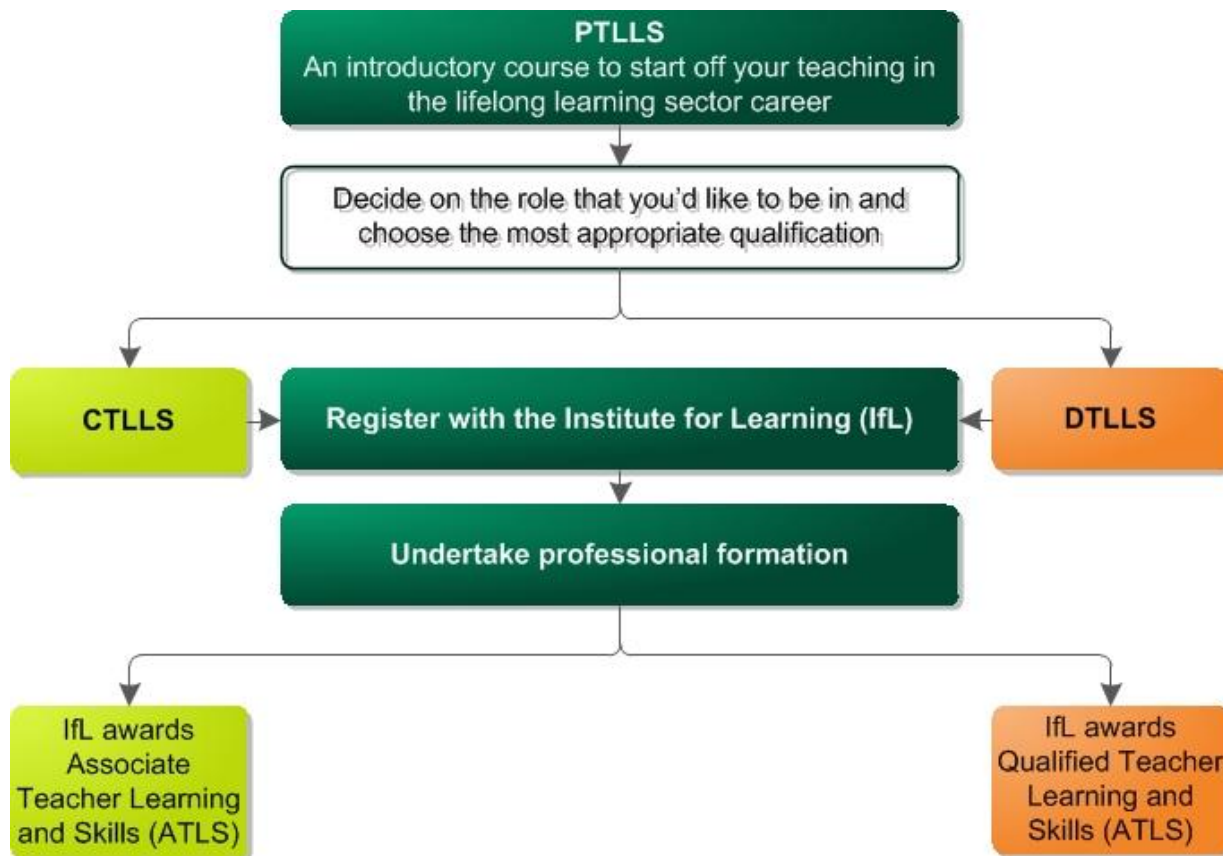
What are the reasons for choosing to do my qualifications with Concept Teaching Academy, and not a college?

If you are completely new to teaching, but wish to get your teaching qualification part time, it may be difficult to do this through a college. The beauty of online learning is that you can fit it in around your current career and lifestyle, and you have as long as you need to complete it. Importantly, you do not need to be teaching already to complete the PTLLS and afterwards you are more likely to get a job in the lifelong learning sector with no previous teaching experience.

If you are already teaching, choosing Concept provides you with:

- one to one teaching provision;
- the option of completing online courses that don't interfere with your career or lifestyle – you can complete the course at your own pace; and
- shorter courses that can be completed quickly.

What's the next step after PTLLS?



From PTLLS you would then progress to either DTLLS (for the full teacher role) or CTLLS (for the associate teacher role).

What are Assessors?

Some vocational courses (for example, National Vocational Qualifications known as NVQs) require you to have special assessor qualifications to assess the candidates. If you are, or want to be an assessor then you do not need to get the teaching qualifications mentioned above. If, however, you wish to teach on vocational courses you may need to gain the assessor award in addition to your teaching qualification. Please contact us for more information about the best options for you.