

## Scotland Excel and Improvement Service

# Professional Development Award in Project Management (SCQF Level 8)

Scotland Excel and the Improvement Service have joined forces to deliver an established and recognised qualification in Project Management through a Work Based Learning methodology. This will focus on the practical application of key skills in Project Management in a local government context. This progresses on from the PDA in project management which East Renfrewshire Council began delivering in 2012.

### What is it?

The Professional Development Award (PDA) is a SCQF (Scottish Credit and Qualifications Framework) level 8 qualification and is certified by the Scottish Qualifications Authority.

The PDA consists of two units:

- Project Management: Project Justification and Planning.
- Project Management: Managing the Implementation of a Project.

The PDA is well established as a standalone qualification but can also provide progression to other learning opportunities such as the Diploma in Management and Leadership at SCQF level 8.

### Why us?

Scotland Excel is the Centre of Procurement Expertise for Scotland's Local Government sector and is an established CMI Approved Centre delivering accredited courses through a Work Based Learning methodology. Supported by the Moodle digital platform, the [Scotland Excel Academy](#) provides the opportunity for interactive learning which will enhance the experience for candidates undertaking the PDA.

The Improvement Service's purpose is to help councils and their partners to improve the health, quality of life and opportunities of all people in Scotland. We offer a range of support and we are committed to developing the skills and capacity across councils to meet the demands of service delivery.

### How will it be delivered?

The PDA will be delivered by Scotland Excel and Improvement Service staff who have significant experience in Project Management within a local government context and course delivery will focus on practical examples in this environment.

### How do I register?

The next cohort which is open to all councils and partners will be available on a first come first served basis with a deadline of Friday 29th March. Register your place now by providing your details to [Helene.Holden@scotland-excel.org.uk](mailto:Helene.Holden@scotland-excel.org.uk) or telephone 0141 618 7436.

Also please contact us if you would like more information as an organisation or an individual or would like to register your interest in future cohorts. These will be scheduled and located in relation to demand.

General Information on the PDA can be found from the SQA at:

<https://www.sqa.org.uk/sqa/39450.html>

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## Essential Information

### Who is the course aimed at?

Council staff who are either new or aspiring project managers or those whose current role involves project management but want to consolidate learning.

### What do I need to bring to the course?

Candidates should have a real-life project which can be applied to the course content. This is critical to the course as it is a work-based learning course

### How much does it cost?

The cost of the course is set on the delivery location. The course will be £565 per candidate and the first cohort will be delivered in Paisley

### Course dates

Attendance at all workshops is compulsory. Dates are:

9 May 2019	22 August 2019
21 May 2019	3 September 2019

### How will the course be delivered?

The course will use a Work Based Learning methodology and will be delivered by staff from Scotland Excel and the Improvement Service who have significant experience in project management in a local government context.

The PDA will be supported by the Scotland Excel Academy, which operates from a Moodle Digital Platform and will facilitate an interactive approach to learning.

### How is the course assessed?

Assessment of the course will be related to your project justification and planning, and then the implementation of your project. Assessments will be submitted via the online Scotland Excel Academy.

Assessments and course delivery will be supported by interactive activities and the opportunity to share experiences using the Scotland Excel Academy.

### Where will the course be delivered?

This cohort will be run from Renfrewshire House in Paisley, subject to demand.

### How much time will it take me?

The PDA is comprised of two units - Project Justification and Planning (8 SCQF credits) and Project Managing the Implementation of a Project (16 SCQF credits).

The SCQF works on the basis that 1 credit = 10 hours of effort and therefore it would be expected that completion of the PDA would require a total of 240 hours of effort. This will be comprised of module delivery, guided learning and activities through the Scotland Excel Academy and completion of assessments.

### What qualification will I receive if successfully complete?

On successful completion of the course candidates will receive the Professional Development Award in Project Management at SCQF Level 8.

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