CIPD Level 3 Certificate in People Practice

27 September – 1 October 2027
Vienna (Austria)



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Introduction

This comprehensive 1-week program is aligned with the CIPD Level 3 Certificate in People Practice, offering foundational knowledge and practical skills in learning and development L&D. Tailored for early-career HR and L&D professionals, the course empowers participants to identify learning needs, design impactful learning interventions, deliver engaging training, and evaluate outcomes to support employee engagement and workforce performance.

Participants will gain valuable insights into how L&D supports organizational success and fosters a culture of continuous learning and professional growth, paving the way for sustained performance and career development.

Course Objectives

By the end of this course, participants will be able to:

- Conduct effective learning needs analyses LNA aligned with organizational goals.
- Design and deliver inclusive, learner-centered L&D programs.
- Apply key principles of instructional design and adult learning to create engaging learning materials.
- Evaluate learning effectiveness using appropriate methods and metrics.
- Support individual and team development through continuous learning and development strategies.
- Understand the strategic role of L&D in driving business and workforce performance.
- Foster a culture of continuous learning and professional growth within the organization.

Course Outlines

Day 1: Learning Needs Analysis

- Understanding the purpose and significance of learning needs analysis in the CIPD Level 3 Certificate in People Practice.
- Methods for identifying both individual and organizational learning requirements.
- Aligning L&D needs with business objectives to support organizational strategy.
- Engaging stakeholders in the LNA process for impactful outcomes.
- Gathering, analyzing, and interpreting LNA data for informed decision-making.



Day 2: Learning Design and Development

- Exploring principles of adult learning and instructional design.
- Creating inclusive, learner-focused training programs tailored to diverse needs.
- Selecting suitable learning methods: face-to-face, digital, or blended.
- Developing engaging L&D materials and resources.
- Ensuring learning designs align with clear, measurable learning outcomes.

Day 3: Delivering Effective Learning Interventions

- Preparing for training delivery: logistics, planning, and facilitation.
- Facilitating engaging learning sessions for various audiences and contexts.
- Leveraging technology to boost employee engagement and learning impact.
- Managing group dynamics and fostering collaboration during sessions.
- Techniques to assess learner understanding and adapt delivery in real-time.

Day 4: Evaluating Learning and Measuring Impact

- Understanding the purpose of learning evaluation in the L&D cycle.
- Applying Kirkpatrick's Four Levels of Evaluation to measure learning impact.
- Gathering feedback and measuring learning outcomes to improve programs.
- Using data-driven insights to refine instructional design and delivery.
- Reporting findings and communicating the value of L&D initiatives to stakeholders.

Day 5: Supporting Development and Business Success

- Exploring the role of L&D in employee growth and organizational excellence.
- Supporting career development and succession planning through targeted learning.
- Embedding continuous learning practices into the workplace culture.
- Understanding L&D's contribution to employee engagement and retention.
- Strategically aligning L&D initiatives with broader business performance goals.

Why Attend this Course: Wins & Losses!

- Gain practical skills and recognized knowledge aligned with the CIPD Level 3 Certificate in People Practice.
- Master essential L&D techniques, including instructional design and training evaluation.
- Learn to align L&D programs with strategic business objectives and improve workforce performance.
- Enhance your ability to foster employee engagement and promote continuous learning.
- Build confidence in using data to measure and communicate the value of learning initiatives.
- Position yourself as a proactive HR professional ready to support career development and organizational growth.



Conclusion

The CIPD Level 3 Certificate in People Practice program offers early-career HR and L&D professionals a critical opportunity to build core competencies in learning and development.
By mastering techniques in learning needs analysis, instructional design, delivery, and evaluation, participants will be prepared to make data-driven decisions that align learning initiatives with business goals.

This course is your gateway to becoming a trusted HR partner who drives employee engagement, supports career development, and builds a culture of continuous learning that propels your organization forward.

