Programme Specification

Programme Title: BA (Hons) Youth & Community Work with Foundation

Awarding Institution:	University of Bolton
Teaching Institution:	University of Bolton
Division and/or Faculty/Institute:	Academic Group – Health & Community studies

Professional accreditation	Professional body	Professional body URL	Status of graduates
	National Youth Agency (NYA)	http://www.nya.org.uk/	**The programme meets the requirements for professional validation by the National Youth Agency and is therefore recognised by the Joint Negotiating Committee for Youth and Community Work as conferring professional qualified status for Youth Workers in England.**

Final award(s):	BA (Hons)
Interim award(s)	
Exit or Fallback award(s)	Students who wish to exit at H4 or H5 will receive: H4 = Certificate in Higher Education H5 = Diploma in Higher Education These awards do **NOT** confer any professional status.
Programme title(s)	Youth & Community Work with Foundation
UCAS Code	L590
JACS Code	L590
University Course Code(s)	L590
QAA Benchmark Statement(s)	QAA Subject Benchmark Statement: Youth & Community Work (2009)

Other internal and external reference points	QAA Academic Infrastructure, including the Framework for Higher Education Qualifications and the Code of Practice UK Quality Code for Higher Education University of Bolton awards framework National Occupational Standards for Youth & Community Work (2012) NYA / JNC Validation Requirements
Language of study	English
Mode of study and normal period of study	Full Time – 4 years with Foundation

Admissions criteria

Satisfactory UCAS points via A/AS/Vocational A Levels or equivalent.

Successful completion of an Access/Foundation course with 60 credits of which 42 should be at merit or above.

Consideration will be given to mature students who do not have the relevant entry requirements but have relevant work/life experience.

Overseas students must have a minimum IELTS score of six.

ALL applicants must successfully complete a written exercise and attend an interview.

Additional admissions matters

Enhanced CRB disclosure.

Experience of working with young people in either a paid or voluntary capacity.

Fitness to practise declaration

Not applicable

Aims of the programme

The principal aims of the programme are:

1. To enable you to learn about young people and their personal and social development.
2. To build relationships with young people in a practice-based youth work environment; to learn about the core values in youth and community work.
3. To enable students to reflect on actions and responsibilities within a youth work setting.
4. To learn about, and critically analyse the social policy context of working with young people and the community, with individuals and groups.
5. To learn appropriate skills, competencies and underpinning knowledge that will enable students to be effective, reflective practitioners in the field of youth and community work.
6. To develop powers of critical analysis and independent thinking that will enhance commitment to appropriate youth and community work values and promote inclusion and participation in a democratic society.
7. To enable students to effectively lead and manage staff.
8. To develop skills that will enable students to develop and monitor service provision.

Distinctive features of the programme

- This the first year of a four year programme.
- The programme was developed in consultation with employers, academics and practitioners within the field.
- The most recent NYA audit of services showed that youth workers generated more than 1/3rd of the amount spent by local authorities on their local youth services.

- Qualified youth workers recruit and train a substantial amount of volunteers who are in turn encouraged and supported by those within the profession.
- This Youth & Community Work programme trains and equips practitioners to empower adults and young people in their communities.
- The programme develops youth workers transferrable skills such as, conscious use of self, social group work skills, financial planning and budgeting, organisational development and management, team work skills and supervision, support and encouragement of others.
- Practitioners from the field of Youth & Community Work are regularly utilised within taught modules so that students have first hand examples of current practice.
- Students have the opportunity to work with an experienced youth worker to ensure the acquired skills are embedded within their practice.
- All 2nd and 3nd and 4th year students undertake a placement of 300 hours.

Programme learning outcomes
K. Knowledge and understanding
On completion of the programme successful students will be able to demonstrate systematic knowledge and understanding of:

1. Major foundational concepts and theories in relation to youth and community work, i.e. inclusion, exclusion, community, state, social policy, ethnicity, class, gender, diversity.
2. Application of concepts in context of education, health, religion, risk taking, and diversity.
3. National, international and global policies implemented in specific contexts.
4. Social issues and structures and make theoretically informed critical judgements that may influence practice.

C. Cognitive, intellectual or thinking skills
On completion of the programme successful students will be able to demonstrate the ability to:
1. Acquire skills on how to make informed judgements and decisions based on research and analysis of evidence.
2. Synthesise data and interpret findings.
3. Apply taught concepts to a variety of situations.
4. Identify and solve problems, both in a practical and theoretical context.
5. Evaluate and analyse ideas, theories and ideologies
6. Apply theories to practical experience.

P. Practical, professional or subject-specific skills
On completion of the programme successful students will be able to demonstrate the ability to:
1. Exhibit competence in working with a wide range of young people in youth and community work settings.
2. Plan and deliver a wide range of sessions designed to meet the needs of specific youth and community groups.
3. Problem solve in real and simulated situations.
4. Develop specific skills and competence connected with youth and community work i.e. competency in group work, working in 1-1 situations, outreach work.
5. Manage staff, resources, funding and projects.
6. Manage the emergent needs of changing environments particularly multi-agency and multi-disciplinary working.

	T. Transferable, key or personal skills

T. Transferable, key or personal skills

On completion of the programme successful students will be able to demonstrate the ability to:

1. Learn and investigate.
2. To communicate and present information effectively.
3. Apply numerical and quantitative skills appropriate to the youth and community work environment.
4. Exhibit competent use of IT to retrieve data and communicate.
5. Work as part of a team and apply management skills where necessary.
6. Exhibit social and political awareness and participation where appropriate.
7. Recognise, value and evidence own learning in academic and non-academic contexts.
8. Recognise value and act upon the social, personal and learning needs of young people and communities.

Programme structure

Module Code	Module title	Core/ Option/ Elective (C/O/E)	Credits	Length (1, 2 or 3 periods)
YRZ3000	Self-reflection & Self-presentation	C	20	1
YRZ3001	Reading Modern Society	C	20	1
YRZ3002	The Individual and Society	C	20	1
YRZ3003	Research Methods in Social Science	C	20	1
YRZ3004	The World of Work	C	20	1
YRZ3005	Reading Contemporary Society	C	20	1
YOC4001	Reflective Learning and Study Skills	C	20	1
YOC4002	The Youth Work Process and the Role of the Youth Worker	C	20	1
YOC4003	Working with Groups in Youth & Community Environments	C	20	1
YOC4004	Understanding and Investigating Communities	C	20	1
YOC4007	Welfare & Social Policy	C	20	1
YOC4008	Placement (1)	C	20	1
YOC5001	Helping Others in Reflective Learning	C	20	1
YOC5002	Managing Your Youth Work	C	20	1
YOC5003	Diversity & Community	C	20	1
YOC5005	Approaches to Investigating Society	C	20	1
YOC5007	Global Nature of Youth Work	C	20	1
YOC5008	Placement (2)	C	20	1
YOC6001	Multi Agency and Multi Disciplinary Working	C	20	1
YOC6003	Dissertation	C	40	2
YOC6004	Young People in Contemporary Society	C	20	1
YOC6005	Placement (3)	C	40	2

Learning and teaching strategies

A variety of teaching and learning methods are employed throughout the programme in order to ensure the acquisition and development of appropriate skills, knowledge and

concepts to achieve the stated learning outcomes. Active learning is promoted by seminars, self-directed study, lectures, video viewing and analysis, tutorials, IT sessions, library and guided study. Visits to community settings, simulation of funding applications, proposals for project development and mock interviews, VLE through the use of Moodle and other appropriate technology are utilised throughout the programme. Guest speakers with significant current experience of youth & community work regularly disseminate knowledge to students. National youth & community organisations also deliver seminars enabling students to be up-to-date with current policy and legislation.

The **Personal Tutoring** scheme has been embedded within the youth work curriculum throughout each of the years of study. Students are provided with 6 weeks in trimester 1 and 4 weeks in semester 2 in year 1 of their studies. Year 2 and 3 are provided with 4 weeks in semester 1 and 4 weeks in semester 2. Personal Tutoring is delivered as part of the core curriculum and supports our learning and teaching strategies.

PDP is an essential element of the learning and teaching strategy as students are expected to identify skills and qualities they already possess before embarking upon any placement. They are also required to identify areas which need to be developed and improved upon whilst on the placement. This then is used for the next placements identification of personal and professional areas of development. Placement supervisors play a vital and substantial role within the PDP process.

Learning activities (KIS entry)

	Course Year			
	1	2	3	4
Scheduled learning and teaching activities	36%	32%	32%	25%
Guided independent study	64%	38%	38%	45%
Placement/study abroad	0%	30%	30%	30%

Assessment strategy

Where formative assessment is used within a taught session, feedback will be provided immediately. Where formative assessment is via Moodle feedback will be immediate. Where formative assessment is via any method outside of the taught session then feedback will be provided the week following the formative assessment.

Summative feedback will be word processed using the Academic Group feedback form and presented to students, with their annotated scripts within the following timescale. Other than in exceptional circumstances, such as might be caused by staff illness, students can expect their assignment work to be marked and summative feedback provided to them not less than 3 working weeks and not more than 4 working weeks from the date of submission.

Assessment methods (KIS entry)

Course Year

	1	2	3	4	5	6	7
Written exams	0%	8%	0%	0%			
Coursework	100%	79%	85%	60%			
Practical exams	0%	13%	15%	40%			

Assessment regulations
- Assessment Regulations for Undergraduate Modular Programmes

Grade bands and classifications
(*for information only at this stage – the Assessment regulations are being revised for September 12.*)

Grade Description			Hons Degree Classification
Work of exceptional quality		70+	I
Work of very good quality		60-69	ii.i
Work of good quality	Middle	50-59	ii.ii
Work of satisfactory quality	Middle	40-49	iii
Borderline fail		35-39	
Fail		Below 35	

Honours Classification
(i) A student will normally be awarded the honours classification resulting from application of the following algorithm:

Rule ACM20
A weighted average of the marks from modules worth a total of 200 credits at Levels HE5 and HE6 combined, including the marks from modules worth no more than 80 credits at least at Level HE5 (weighted 30 percent) and marks from modules worth at least 120 credits at Level HE6 (weighted 70 percent), which represent the best marks achieved by a student at those Levels.

Rule ACM6
Where a student has marks available for 120 credits or less at Level HE6, the honours classification shall normally be based **solely** on a simple average of the available marks

for modules at Level HE6, subject to there being marks for a **minimum of 60 credits awarded by the University**. **Upgrading of the honours classification will not normally be available to students for whom there are marks available for fewer than 120 credits at Level HE6**, unless explicitly approved.

Role of external examiners
External examiners are appointed for all programmes of study. They oversee the assessment process and their duties include: approving assessment tasks, reviewing assessment marks, attending assessment boards and reporting to the University on the assessment process.

Support for student learning
- The programme is managed by a programme leader
- Induction programme introduces the student to the University and their programme
- Each student has a personal tutor, responsible for support and guidance
- Personal Development Planning (PDP) integrated into all programmes
- Feedback on formative and summative assessments
- A Student Centre providing a one-stop shop for information and advice
- University support services include housing, counselling, financial advice, careers and a disability
- A Chaplaincy
- Library and IT services
- Student Liaison Officers attached to each Academic Group
- The Students' Union advice services
- Student and Programme Handbooks which provide information about the programme and University regulations
- The opportunity to develop skills for employment
- English language support for International students
- Placement supervision from a qualified Youth & Community Worker

Methods for evaluating and enhancing the quality of learning opportunities
- Programme committees with student representation
- Module evaluations by students
- Students surveys, e.g. National Student Survey (NSS), Postgraduate Taught Experience Survey (PTES)
- Annual quality monitoring and action planning through Programme Quality Enhancement Plans (PQEPs), Data Analysis Report (DARs) Subject Annual Self Evaluation Report (SASERs), Academic Group Quality Enhancement Plans (AGQEPs), University Quality Enhancement Plan (UQEP)
- Peer review/observation of teaching
- Professional development programme for staff
- External examiner reports
- Employer Forums and Placement Supervisor feedback
- NYA Professional Body visits and reports
- Training Agencies Group (TAG) Membership

Other sources of information
Student portal http://www.bolton.ac.uk/Students/Home.aspx

Document control	
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Approved by:	
Date approved:	
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Learning outcomes map - K. Knowledge and understanding   P. Practical, professional and subject specific skills C. Cognitive, Intellectual and thinking skills   T. Transferable, key or personal skills

Module title	Mod Code	Status C/O/E	K1	K2	K3	K4	C1	C2	C3	C4	C5	C6	P1	P2	P3	P4	P5	P6	T1	T2	T3	T4	T5	T6	T7	T8
Level 4																										
Self-reflection & Self-presentation	YRZ3000						D		D										DA	D	DT	DT	DT		D	D
Reading Modern Society	YRZ3001			DTA				DT											TDA	D					D	DT
The Individual & Society	YRZ3002			DTA											DTA				DTA	D					D	
Research Methods & Social Science	YRZ3003		DT		DT			DT											DTA	D	DT				D	
The World of Work	YRZ3004		DT		DT		D	D	DTA	DA	DTA	DT							DT	DT		D		DTA	D	
Reading Contemporary Society	YRZ3005		DTA		DTA	DTA	DT								DTA				DTA	D					D	DT
Reflective Learning and Study Skills	YOC4001	C					DT	DT	D	DTA	DTA				DT				DT	DTA		DTA	D	D	DTA	D
The Youth Work Process and the Role of the Youth Worker	YOC4002	C	DT				DTA	DT		DTA	DT								DT	DTA		DT	D	DT	D	DT
Working with Groups in Youth & Community Environments	YOC4003	C	DTA				DTA	DT		DT	DTA	DA			DTA	DT	DTA		DT	DTA		D		DTA	DTA	DTA

Module	Code	Core	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Understanding and Investigating Communities	YOC4004	C	DTA			D	DT	DT		DTA	DTA				DT	DT			DTA	DTA	DTA	DTA	DT	D	DTA	D
Youth, Welfare and Social Policy	YOC4007	C	DTA		DT	DT	DT				DTA								D	DTA			D		DT	DT
Fieldwork Practice Period (1)	YOC4008	C		DTA	DA	DA	D		DA	DA	DA	DA	DTA	DTA	DA	DA			D	DTA	D	D	DTA	DA	DTA	DTA
Level 5																										
Helping Others in Reflective Learning	YOC5001	C				DT	DTA			DTA	DTA				DTA	D			D	DTA			D	DT	DTA	DTA
Managing Your Youth Work	YOC5002	C	DTA			DT	DTA			DTA	DTA				DT	DT	DTA	DT	D	DTA	DT	D	DTA	DT	DTA	DT
Diversity & Community	YOC5003	C	DTA			DTA	DT			DT	DTA	DA			DT			D	D	DTA			D	D	DTA	DT
The Global Nature of Youth Work	YOC5007	C				DTA	DTA			DTA	DTA				DTA	DTA		D	DT	DTA		D	DTA	DTA	DTA	DT
Approaches to Investigating Society	YOC5005	C				DTA	DTA	DTA		DTA	DTA				DT				DT	DTA	DTA	DTA		D	D	DTA
Fieldwork Placement Period (2)	YOC5008	C		DTA	DA	DA	DA		DA	DA	DA	DA	DTA	DTA	DA	DA	D	D	D	DTA	D	D	DTA	DA	DTA	DTA
Level 6																										
Multi-Agency and Multi-Disciplinary Working	YOC6001	C	DTA				DTA			DTA	DT				DT	DT		DTA	DTA		DTA	DTA		DT	DT	D
Dissertation	YOC6003	C	DA	DA	DA	DA	DA	DA		DA	DA				DA				DTA	DTA	DTA	DTA		DA	DA	DA
Young People in Contemporary Society	YOC6004	C	DTA	DTA			DA			D	DTA				D				D	DTA		D		DT		DTA

Fieldwork Placement Period (3)	YOC6009	C		D T A	D A	D A	D A		D A	D A	D A	D A	D T A	D T A	D A	D A	D A	D A	D T A	D T A	D A	D A	D T A	D A	D T A	D T A

Complete the grid using the following (Developed = D, Taught = T, Assessed = A)

Module listing

Module title	Mod Code	New? ✓	Level	Credits	Type	Core/Option/Elective C/O/E	Pre-requisite module	Assessment 1			Assessment 2		
								Assessment type	Assessment %	Add Y if final item	Assessment type	Assessment %	Add Y if final item
Self-reflection and presentation	YRZ3000	√	FE3	20	STAN	C	None	CW	80%		CW	20	Y
Reading Modern Society	YRZ3001	√	FE3	20	STAN	C	None	CW	100%	Y			
The Individual and Society	YRZ3002	√	FE3	20	STAN	C	None	CW	100%	Y			
Research Methods in Social Science	YRZ3003	√	FE3	20	STAN	C	None	CW	100%	Y			
The World of Work	YRZ3004	√	FE3	20	STAN	C	None	CW	100%	Y			
Reading in Contemporary Society	YRZ3005	√	FE3	20	STAN	C	None	CW	100%	Y			
Reflective Learning and Study Skills	YOC4001		HE4	20	STAN	C		IT Assignment	25%		Reflective Log	75%	Y
The Youth Work Process and the Role of the Youth Worker	YOC4002		HE4	20	STAN	C		Presentation Poster	25%		Essay	75%	Y
Working with Groups in Youth & Community Environments	YOC4003		HE4	20	STAN	C		Tutor observed activity	25%		Case Study	75%	Y
Understanding and Investigating Communities	YOC4004		HE4	20	STAN	C		Exam	50%		Report	50%	Y
Welfare & Social Policy	YOC4005		HE4	20	STAN	C		Newspaper Article	25%		Report	75%	Y
Placement (1)	YOC4006		HE4	20	PLAC	C	YOC4001, YOC4002, YOC4004	Portfolio	50%		Placement Supervisor Report	50%	Y
Helping Others in Reflective Learning	YOC5001		HE5	20	STAN	C		Reflective Log	25%		Report	75%	Y
Managing Your Youth Work	YOC5002		HE5	20	STAN	C		Case Study	30%		Report	70%	Y

Diversity & Community	**YOC5003**		HE5	20	STAN	C			Presentation	40%		Essay	60%	Y
Dynamics of Human Relations	**YOC5004**		HE5	20	STAN	C			Reflective Log	40%		Report	60%	Y
Approaches to Investigating Society	**YOC5005**		HE5	20	STAN	C			Research Proposal	100%	Y			
Placement (2)	**YOC5006**		HE5	20	PLAC	C		YOC5001, YOC5003, YOC5004	Portfolio	50%		Placement Supervisor Report	50%	Y
Multi Agency and Multi Disciplinary Working	**YOC6001**		HE6	20	STAN	C			Oral Presentation	50%		Question Bank	50%	Y
Global Nature of Youth Work	**YOC6002**		HE6	10	STAN	C			Oral Presentation	100%	Y			
Dissertation	**YOC6003**		HE6	30	DISS	C			Dissertation	100%	Y			
Young People in Contemporary Society	**YOC6004**		HE6	20	STAN	C			Portfolio	50%		Report	50%	Y
Placement (3)	**YOC6005**		HE6	40	PLAC	C		YOC6004	Portfolio	50%		Placement Supervisor Report	50%	Y

Bolton Key Core Curriculum requirements

Module Title	Module Code	C/O/E	Employability											Bolton Values		
			PDP	Communication	Team work	Organisation & Planning	Numeracy	Problem solving	Flexibility & adaptability	Action planning	Self awareness	Initiative	Personal impact & confidence	Inter-nationalisation	Environmental sustainability	Social, public and ethical responsibility
Self-reflection & Presentation	YRZ3000	C	DTA	DTA	DTA	DTA		D	D	D	DTA	D	DTA			D
Reading Modern Society	YRZ3001	C		DTA		DT					D		D	DTA		D
The Individual and Society	YRZ3002	C		DTA	D	DT		DTA		T	D				D	DTA
Research Methods & Social Science	YRZ3003	C		DTA			DTA	DT		T	D				D	DTA
The World of Work	YRZ3004	C	D	DTA	D	DT		DA			D		D	DT		
Reading Contemporary Society	YRZ3005	C		DTA	D	DTA					D		D	DTA		DTA
Reflective Learning and Study Skills	YOC4001	C	DTA			DTA		D	TDA	D	DA	DA	DA		D	
The Youth Work Process and the Role of the Youth Worker	YOC4002	C				DA	D		D		D	D	DA	D	D	DT
Working with Groups in Youth & Community Environments	YOC4003	C		DT	DT	DTA		D	D	DTA		DA	DA		D	DTA
Understanding and	YOC4004	C		DT		DT			DT	D	DA	D	D		D	DT

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Module	Code															
Investigating Communities																
Welfare & Social Policy	**YOC4005**	C		D		D	D					D	D		D	DT
Placement (1)	**YOC4006**	C	DTA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	D	D	DTA
Helping Others in Reflective Learning	**YOC5001**	C	DTA	D		D		DT	D		D	D	D			
Managing Your Youth Work	**YOC5002**	C			DTA	DTA	DT	DT	DT	DT			D	D	D	DTA
Diversity & Community	**YOC5003**	C		DT					DT		DT	DA	DA	D		DTA
Dynamics of Human Relations	**YOC5004**	C		DT	DT	DTA		DTA	DTA	D	DT	DT	DT		D	DTA
Approaches to Investigating Society	**YOC5005**	C	DTA			DTA	DTA	DT	DT	DT	DT	DT		D	D	DTA
Placement (2)	**YOC5006**	C	DTA	DTA	DTA	DTA	DT	DT	DTA	DTA	D	DA	DA	D	D	DTA
Multi Agency and Multi Disciplinary Working	**YOC6001**	C		DTA	D	DTA		D	DT	DT	D	D	D	D	D	DT
Global Nature of Youth Work	**YOC6002**	C				DT		DT	DT		D	D	D	DTA	D	
Dissertation	**YOC6003**	C	DA			DTA	DTA			DTA		DT	D	D	D	DTA
Young People in Contemporary Society	**YOC6004**	C		D		D								D	D	DTA
Placement (3)	**YOC6005**	C	DTA	DTA	DTA	DTA	DTA	DTA	DTA	DTA	D	DA	D	D		DTA

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