Roles, responsibilities and development needs

How do you plan your provision to meet learners' needs and maximise your own organisational potential?

[Improving Learner Success by Embedding LLN (Skills for Life Improvement Programme booklet)](#) is about the practice of embedding and offers practical examples of embedding under the following headings:

- Introduction
- Key considerations for successful embedding
- Getting started
- Implementing an embedded approach
- Planning to embed LLN
- Engaging and motivating learners
- Keeping up the momentum
- Staff training and support
- Where are you now with Embedding? Check it out

[Working in partnership to embed (Skills for Life Improvement Programme booklet)](#) is a guide to working effectively with internal, as well as external, partners. It is based on the experience of over 800 learning providers working through 'peer review and development'.

[Embedding LLN in the Curriculum – CPD Module 2a](#) aims to support leaders and managers with planning a whole organisation approach to embedding literacy, language and numeracy.

[Planning workplace provision CPD Module 7 Part1](#) and [Part two](#) are useful to prioritise areas for development in the planning and delivery of literacy, language and numeracy in the workplace. It will also assist staff in becoming familiar with useful associated resources.

[Making it work – A practical guide to effective delivery of Skills for Life in workplace learning (LSIS)](#) is the outcome of Effective Practice Projects undertaken by 38 providers. It is:

- a practical guide for managers, trainers, teachers and teacher educators;
- available online in PDF format with links to sample forms, exemplars and good practice case studies, as well as hints, tips and further information.

The guide is organised in five sections, which reflect the processes a training organisation has to work through to deliver LLN in the workplace:
1. Employer engagement. 2. Developing and implementing effective assessment and ILP processes for workplace learning. 3. Flexible ways of delivering learning. 4. Developing teaching and learning approaches and resources to reflect the employer context. 5. Professional development for workplace learning.