

**The IfL Regional Adviser for the eastern region: Judith Roberts**

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### **What is the Institute for Learning?**

- The IfL is the professional body for teachers, tutors, trainers and assessors across the SFA-funded sector. IfL was created by teachers for teachers and is led by its Members' Council, the majority of which is elected from the membership.
- All teachers, trainers, tutors and assessors working in the sector are required to join the IfL; membership is mandatory for everyone teaching, training or tutoring on SFA-funded courses. Those who teach or train in the sector are also required to be qualified under the 2007 Further Education Teachers' Qualifications Act.
- As a key partner in delivering workforce reform across the sector, IfL's role is to manage the registration process and confer licensed practitioner status.

### **IfL's Members**

There are four levels of membership (see LLUK website):

- *Affiliate* (for those who are not yet teacher-trained);
- *Associate* (for those who teach in a restricted role);
- *Full* (for most full-time or substantive part-time teachers, trainers and tutors);
- *Fellow* (for those with higher qualifications in Education e.g. M.A.; M.Ed.)

Membership is currently free for those teaching or training in the SFA-funded sector, although this will change in 2011, when members will be required to pay a subscription fee. Fellows are already required to pay a small fee.

### **Who has to do what?**

- Teachers, tutors and trainers who qualified pre-September 2007 need to:
  - Register with IfL
  - Demonstrate commitment to CPD
  - Choose whether to apply for Associate/Qualified Teacher Learning & Skills
- Teachers who qualified post-September 2007 need to:
  - Register with IfL within 6 months of appointment
  - Gain PTLLS with a year
  - Gain teaching Certificate or Diploma within 5 years
  - Gain QTLS within 5 years through the process of Professional Formation (see website)
  - Demonstrate commitment to CPD through REFLECT

### **Recording and submitting your CPD**

- Your record will need to show that you have spent at least 30 hours each year (or pro-rata if you are a part-time teacher or trainer) with a minimum of 6 hours per year, on professional development. This needs to be declared to the IfL by the between 1<sup>st</sup> June and 31<sup>st</sup> August every year.
- You can record your CPD in any form that suits you and your circumstances, although we strongly recommend that you use REFLECT, an on-line secure, personalised learning space that is one of your member benefits.

**Find out more on our website: [www.ifl.ac.uk](http://www.ifl.ac.uk)**