

The Lantra logo consists of the word "Lantra" in a white, sans-serif font, centered within a white rectangular border. Below the text, there is a stylized graphic element consisting of a green wave-like shape above a purple wave-like shape, both contained within the same white border.

Lantra

The Sector Skills Council for
environmental and land-based industries

Lantra's Skills Manager APSE Kilmarnock 4th March, 2010

Lantra SSC

- Sector Skills Council for the Environment and Land based sector
- Represents 230,000 businesses employing 1 million people and .5 million volunteers
- Covers 17 industries

Agricultural crops Agricultural livestock

Animal care Animal technology

Aquaculture Environmental conservation

Equine Fencing

Farriery Floristry

Fisheries management

Game and wildlife management

Land-based engineering

Landscape

Production horticulture

Trees and timber

Veterinary nursing

- Takes a 4 nations approach

Agenda

- **Lantra Products and Services**
- **Sector Specific Solutions**
- **Skills Manager**
- **Questions and Answers**

Products and Services

Skills Manager

National Student Database

Job Shop

CourseFinder/One Stop Shop

Enterprise Essentials

Skills Manager an Integrated Approach.

School
↓
College
↓
Employment

CAREER FINDER



**NATIONAL STUDENT
DATABASE**



JOB SHOP



**EMPLOYER SKILLS
DEVELOPMENT TOOL**

PROFESSIONAL REGISTER



TRAINING PROVIDER TOOL

Background

Issues of work based skills?

- Lack of recognition
- Hampers good recruitment
- Limits mobility of workforce within and across sectors
- Skills gaps hard to identify
- Inefficient sector

National Occupational Standards

What are they?

“National Occupational Standards (NOS) set out the performance standards (as a benchmark) and identify the skills, knowledge and understanding needed to work at that level”.

National Occupational Standards (NOS) have been the foundation stone of the UK's vocational education and training system since 1986.

There are nearly 25,000 NOS covering virtually all functions carried out in the workplace today

Sector Approved Job Profiles

What are they?

“When individual NOS units are assembled together into job descriptions, they provide the job specific competence frameworks that represent industry job roles.

Once validated by industry, these become Sector Approved Profiles (SAP)”

Sector: Arboriculture

Area Manager
Contracts manager
General manager
Arboricultural Consultant
Consultant Tree/ Arboricultural/Woodlands Officer
Climber/Aerial Tree Worker
Groundsperson
Foreman
Instructor
Training Technician
Arboricultural Technician
Tree Surgeon/Arboriculturalist
Tree Inspector/Arboricultural Surveyor
Supervisor
Tree Preservation Order Officer
Apprentice/Trainee
Manual worker
Tree Surgeon/Arboriculturalist

Sector Approved Job Profiles

Sector: Landscape- Interior and Exterior

Allotment Liaison Officer/ Allotment Officer

Arboretum Supervisor

Assistant Arboretum Worker

Assistant Gardener

Assistant Interior Landscaper

Assistant Machine Plant Operator

Assistant Nursery Worker

Contracts Manager

Director of Parks and Open Spaces

Garden Designer

Gardener

Grave Digger

Grounds Maintenance Manager

Head Gardener

Head Park Ranger

Interior Landscape Designer

Interior Landscape Manager

Interior Landscaper

Landscape Architect

Machine Plant Operator

Machine Plant Supervisor

Manager/Estates Manager/Park Manager

Manager/Head Landscaper

Nursery Worker

Park/Countryside Keeper/Ranger

Parks Officer

Skilled Spray Operative

Team Leader/Foreman/Chargehand Gardener

Sector Approved Job Profiles

Sector: Landscape- Botanic and Historic Gardens

Assistant Gardener (Botanic)

Assistant Machine Plant Operator

Botanist/ Botanical Research Manager

Curator/ Head Gardener/ Head of Collections/ Superintendent

Director of Gardens

Gardener (Botanic)

Glasshouse Manager

Manager/ Head Gardener (Botanic)

Senior Gardener/ Horticultural Technician

Skilled Spray Operative

Sector Approved Job Profiles

Sector: Landscape- Sports and Amenity Turf Management

Assistant Greenkeeper/Groundsman

Assistant Machine Plant Operator

Deputy Head Greenkeeper/ Deputy Head Groundsman/ Course Supervisor

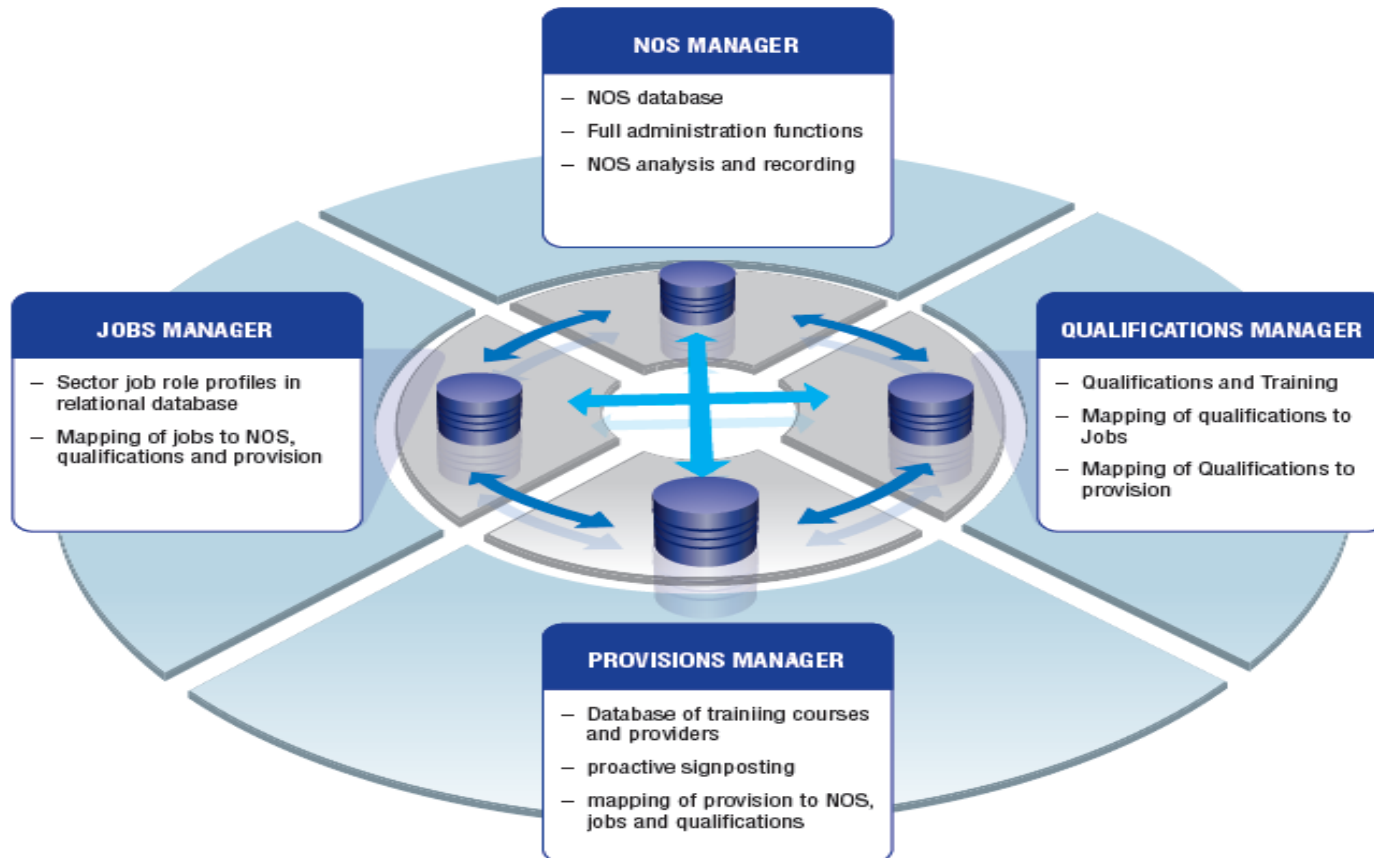
Greenkeeper/Groundsman

Head Greenkeeper/ Head Groundsman/ Course Manager/ Grounds Manager

Mechanic

Skilled Spray Operative

Skills Manager Structure



How can Skills Manager help an organisation?

Skills Manager support the following skills activities:-

Training Needs Analysis

Training and Development Plans

Training and Qualifications Records

Appraisals

Performance Management

Skills Passports

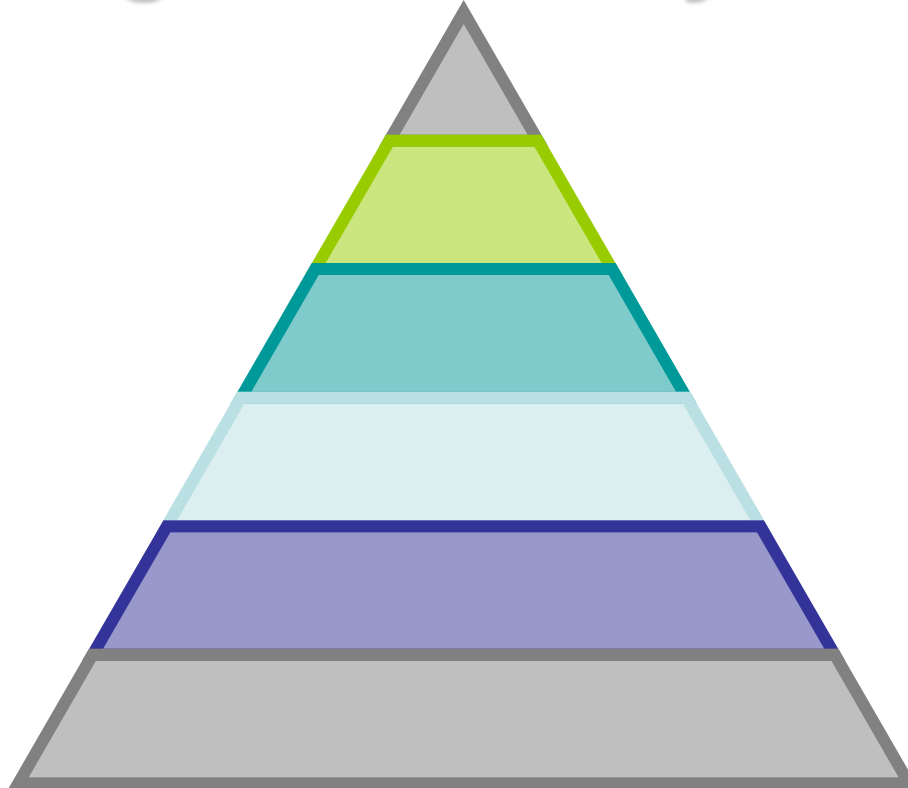
Succession & Talent Planning

Job Matching

How is Skills Manager delivered?

- On-line as a hosted service. Available any place, any time, any where, where internet access is available.
- We take care of software, hosting, data back up, upgrades, etc.

Skills Manager Hierarchy





You are logged in as:
Helen Pettipher

[Logout](#)

Font size: [A](#) [A](#) [A](#)

Print this page:

You Are Here: Individual Home

[INDIVIDUAL HOME](#)

PERSONAL UPSKILLING

[MY SKILLS](#)

[MY ACHIEVEMENTS](#)

[MY DEVELOPMENT PLAN](#)

[MY TARGETS](#)

[MY TARGET ROLE](#)

[MY REVIEW](#)

JOBSHOP

[JOBSHOP](#)

COURSEFINDER

[COURSEFINDER](#)

PERSONAL DETAILS

[MY DETAILS](#)

MY SKILLS



- Review my job role
- Identify my skills gaps
- Update my development plan
- Request endorsement

MY ACHIEVEMENTS



- View/Update my achievements
- View my job-based endorsements
- View my CPD points

MY DEVELOPMENT PLAN



- View & prioritise my skills gaps
- Search for learning

MY TARGETS



- View my job targets
- Comment on my targets

MY TARGET ROLE



- View/Select my target role
- Compare my current skills
- Identify my skills gaps
- Add to my development plan

MY REVIEW



- Follow 3 simple, automatic steps to prepare for my review
- Comment to my manager

Skills Manager

MY SKILLS - CURRENT ROLE				
Technical		Health, Safety, Security and the Environment		Personal Skills and Development
Supervisory and Management		Customer/Sales Skills		
ESSENTIAL SKILLS	DETAILS	SELF ASSESSMENT	ENDORSED STATUS	
		STATUS		
Gather data on the characteristics of sites	↗	<input checked="" type="checkbox"/>	Endorsed	
Analyse data to produce information on the characteristics of sites	↗	<input checked="" type="checkbox"/>	Unendorsed	
Any skills not endorsed by your manager will remain in your development plan. Endorsed skills will be removed from your development plan and added to your achievements.				
				Request Endorsement
DESIRABLE SKILLS	DETAILS	SELF ASSESSMENT	ENDORSED STATUS	
		STATUS		
Plan the construction and maintenance of structures and surfaces	↗	<input checked="" type="checkbox"/>	Endorsed	
Monitor and evaluate the construction and maintenance of structures and surfaces	↗	<input checked="" type="checkbox"/>	Endorsed	
Prepare designs for landscape projects	↗	<input checked="" type="checkbox"/>	Unendorsed	

Job Skills

Individuals are encouraged to carry out a self assessment of their current skill levels against industry approved job role profiles

The team manager can then endorse the skills of the individual or leave unendorsed as a skills gap

Skills Manager

The screenshot displays the Lantra Skills Manager interface. At the top, the role 'Assistant Greenkeeper/Groundsman' is visible. A window titled 'Lantra OCF' is open, showing a table with three columns: 'Description', 'Performance', and 'Knowledge'. The 'Description' column is selected, displaying the text: 'It is about taking positive steps to minimise damage to the environment and disturbance to habitats; thinking before undertaking every task, and completing tasks and activities in a way which causes as little damage or disturbance as possible.' Below the table, a list of skills is shown, including 'Prepare loads for moving (LBSE2.1)' and 'Move loads (LBSE2.2)'. The interface includes navigation arrows, a trash icon, and a page indicator '1 | 2 | 3'. An 'ADD SKILL' button is also present.

Description	Performance	Knowledge
MAINTAIN ENVIRONMENTAL GOOD PRACTICE AT WORK		
It is about taking positive steps to minimise damage to the environment and disturbance to habitats; thinking before undertaking every task, and completing tasks and activities in a way which causes as little damage or disturbance as possible.		

Prepare loads for moving (LBSE2.1)

Move loads (LBSE2.2)

Skills Manager

The screenshot displays the Lantra Skills Manager interface. At the top, the role 'Assistant Greenkeeper/Groundsman' is visible. A modal window titled 'Lantra OCF' is open, showing a table with three columns: 'Description', 'Performance', and 'Knowledge'. The 'Performance' column is selected and highlighted in green. Below the column headers, a green bar contains the text 'MAINTAIN ENVIRONMENTAL GOOD PRACTICE AT WORK'. Underneath this bar, a list of performance criteria is shown, each preceded by a square bullet point. To the right of the modal, a sidebar contains a vertical list of checkboxes, with the top one labeled 'ADD SKILL'. Below the modal, a list of skills is visible, including 'Prepare loads for moving (LBSE2.1)', 'Move loads (LBSE2.2)', and 'Prepare work areas and materials (LBSE6.1)'. The interface also features navigation arrows and a trash icon at the top right, and a pagination indicator '1 | 2 | 3 >' on the right side.

Assistant Greenkeeper/Groundsman

Lantra OCF

Description	Performance	Knowledge
MAINTAIN ENVIRONMENTAL GOOD PRACTICE AT WORK		
<ul style="list-style-type: none">perform your work in a manner which minimises damage to the environmentselect and use equipment and materials that will minimise damage to the environmentmake sure your work meets the requirements of relevant legislation and organisational proceduresrecognise any damage to the environment and take the appropriate actionidentify improvements to working practices in terms of environmental good practice and take the appropriate actiondispose of waste materials safely and according to relevant legislation and organisational proceduresdeal with small scale pollution incidents in line with agreed proceduresreport more serious pollution incidents to the relevant peoplereport environmental incidents promptly and accurately to the appropriate person		

1 | 2 | 3 >

ADD SKILL

Prepare loads for moving (LBSE2.1)

Move loads (LBSE2.2)

Prepare work areas and materials (LBSE6.1)

Skills Manager

Assistant Greenkeeper/Groundsman

Lantra OCF

Description	Performance	Knowledge
MAINTAIN ENVIRONMENTAL GOOD PRACTICE AT WORK		
<ul style="list-style-type: none">■ methods for minimising environmental damage during work■ the most suitable choice of materials and equipment given the nature of the work activity, and its potential impact on the environment■ ways in which tools and materials should be used in order to minimise environmental damage■ organisational and legislative requirements in terms of minimising environmental damage■ types of damage which may occur, the impact these can have on the environment, and the corrective actions to be taken■ methods of waste disposal which will minimise the risk to the environment■ how to recognise and deal with small scale pollution incidents■ procedures in place for dealing with pollution incidents■ the limits of your own capabilities with regard to pollution incidents■ those to whom pollution and other environmental incidents should be reported		

Prepare loads for moving (LBSE2.1)

Move loads (LBSE2.2)

1 | 2 | 3 >

ADD SKILL

The screenshot shows the Lantra Skills Manager interface. At the top left is the Lantra logo. To its right is a landscape image. Further right, a dark box indicates the user is logged in as 'Demo User' with a 'Logout' button. Below the header, there are font size controls and a 'Print this page' link. A breadcrumb trail reads: 'You Are Here: Individual Home > Personal Upskilling > My Achievements'. A left-hand navigation menu includes 'INDIVIDUAL HOME', 'PERSONAL UPSKILLING' (highlighted), 'MY SKILLS', 'MY ACHIEVEMENTS', 'MY DEVELOPMENT PLAN', 'MY OBJECTIVES', 'MY NEXT ROLE', and 'MY REVIEW'. The main content area is titled 'ACHIEVEMENTS (QUALIFICATIONS) - CHECK/ADD' and contains a table with the following data:

QUALIFICATIONS	DATES			WHERE	ENDORSED	EDIT
	STARTED	FINISHED	EXPIRES			
NPTC Level 1 Certificate in Horticultural Skills	20/05/2009	20/05/2009	21/05/2011	Lantra	<input checked="" type="checkbox"/>	

An 'Add' button is located at the bottom right of the table.

Achievements

The individual can record, qualifications, training courses and other achievements which can then be endorsed by their team manager

The employer can identify areas of expertise and skills gaps within the business

Skills Manager

CPD		
TITLE	DATE	POINTS
Conferences		
Farriery	06/02/2008	10
Events		
Shoeing Competition	06/02/2008	5
Subscriptions		
NAFBAE Magazine	06/02/2008	2
Events		
Shoeing Competition	06/02/2008	5

CPD

Any Continued Professional Development activity can also be recorded in the individuals record

Skills Manager

MY DEVELOPMENT PLAN							
Technical		Health, Safety, Security and the Environment			Personal Skills and Development		
Supervisory and Management		Customer/Sales Skills					
UNENDORSED ESSENTIAL SKILLS	SKILL DETAILS	TARGET DATE	TRAINING DETAILS	DATE COMPLETED	PRIORITY	SEARCH FOR LEARNING	
Analyse data to produce information on the characteristics of sites	↗		↗		🔒	↗	✎
🔒 These priorities have been locked by your manager							
UNENDORSED ESSENTIAL SKILLS	SKILL DETAILS	TARGET DATE	TRAINING DETAILS	DATE COMPLETED	PRIORITY	SEARCH FOR LEARNING	
Prepare designs for landscape projects	↗		↗		1 🔒	↗	✎

Development Plan

The individual and team manager can manage personal development plans, identify appropriate learning solutions, set priorities and target dates for completion

Skills Manager can assist the employer in workforce planning and training decisions

Skills Manager

MY OBJECTIVES				
TARGETS	DATE	EDIT STATUS	COMMENTS/ ASSESSMENT	COMPLETION DATE
test	11 May 2009		(1)	
test target	19 May 2009		(1)	
test target	21 May 2009			
test	29 May 2009			
test test test	23 Jun 2009		(1)	

Add

Objectives

The individual and team manager can record and monitor both their job related and personal objectives

Skills Manager can assist the employer in the annual review process, through the recording of overall annual performance rating for individuals

Skills Manager

MY NEXT ROLE

Arboricultural Officer/Woodland Officer

Set New Target Role

Supervisory and Management | Personal Skills and Development | Customer/Sales Skills

Health, Safety, Security and the Environment | Equipment and Machinery | **Technical**

ESSENTIAL SKILLS	DETAILS	I HAVE THIS SKILL	ENDORSED SKILL
Survey trees	↗	<input type="checkbox"/>	<input type="checkbox"/>
Inspect trees	↗	<input type="checkbox"/>	<input type="checkbox"/>
Monitor and maintain tree health	↗	<input type="checkbox"/>	<input type="checkbox"/>
Manage establishment and maintenance operations	↗	<input type="checkbox"/>	<input type="checkbox"/>
Administer tree protection legislation	↗	<input type="checkbox"/>	<input type="checkbox"/>
Manage veteran trees	↗	<input type="checkbox"/>	<input type="checkbox"/>
Carry out conservation activities	↗	<input type="checkbox"/>	<input type="checkbox"/>
Maintain compliance with conservation requirements	↗	<input type="checkbox"/>	<input type="checkbox"/>

My Next Role

The individual and team manager can set a next role that highlights aspirations of career progression and the additional skills and competencies required in order to achieve this

Skills Manager Links to Provision

learning in every field

PROJECT PART-FINANCED BY THE EUROPEAN UNION
Europe and Scotland
Making it work together

HOME

Lantra One Stop Shop

The solution for all your training needs

The **One Stop Shop for training** allows you to search thousands of courses and training providers throughout Scotland in order to find the most suitable training for you.

Lantra and learnirect Scotland have developed the One Stop Shop for training in the environmental and land-based sector in response to industry demand that all training information on training be accessible from one central point.

Keyword(s) Town or Post Code Filter By Skills Sector

Enter keyword(s) above or select a subject area below

Land Management and Production	Animal Health and Welfare
Environmental Industries	Administration and IT
Business and Management	Communication
Health and Safety	Literacy and Numeracy

The right place to find the right training

Welcome to Lantra CourseFinder

Developed by Lantra the Sector Skills Council for the environmental and land-based sector, you can use Lantra CourseFinder to search for all your training needs:

- It's free to use
- It provides quick and easy access to training opportunities throughout the UK and Northern Ireland
- It searches a wide variety of training courses - with everything from industry specific training (from floristry to chainsaw and forklift training) to management, health & safety and IT courses to choose from

Start Searching Now

1. Enter your keywords
2. Enter your postcode
3. Click on the search button
4. Wait for your results

You can also use CourseFinder by:

1. Sending your query to the Lantra CourseFinder team at coursefinder@lantra.co.uk
2. Speaking to a person, not a machine by calling 0845 707 8007, Monday - Friday 9.00am - 5.00pm

Are you a training provider?

Click [here](#) to find out how the brand new Training Providers Club can benefit you, or if you have already registered simple log in below.

Username:

Password:

Not registered? [Register here](#)

You Are Here: [Team Manager Home](#)

MANAGE YOUR PERSONAL AND TEAM'S UPSKILLING

- [UPSKILL HOME](#)
- [TEAM MANAGER HOME](#)

- PERSONAL UPSKILLING**
- [MY UPSKILLING](#)
 - [MY DETAILS](#)

- TEAM MANAGEMENT**
- [MY TEAM'S UPSKILLING](#)
 - [MY TEAM'S REPORT](#)
 - [MY TEAM'S ADMIN](#)

- JOB MANAGEMENT**
- [JOB LIBRARY](#)
 - [JOBSHOP](#)

- COURSEFINDER**
- [COURSEFINDER](#)

MY UPSKILLING

- Skills
- Achievements
- Development plan
- Targets
- Next role
- Review

MY TEAM'S UPSKILLING

- Endorse skills
- Check/Add achievements
- Prioritise development
- Set/Update targets
- Award CPD points

MY TEAM'S REPORT

- Training needs analysis
- Skills intensification

MY TEAM'S ADMIN

- Setup/edit your team and users

JOB LIBRARY

- Create a new job role based on existing job roles

JOBSHOP

- Advertise job vacancies



BRANDING AREA/ADS BANNER

You are logged in as:
Robert Heap-Hammond
[Logout](#)

Font size: [A](#) [A](#) [A](#)

Print this page:

- [UPSKILL HOME](#)
- [TEAM MANAGER HOME](#)

PERSONAL UPSKILLING

- [MY UPSKILLING](#)
- [MY DETAILS](#)

TEAM MANAGEMENT

- [MY TEAM'S UPSKILLING](#)
- [MY TEAM'S REPORT](#)
- [MY TEAM'S ADMIN](#)

JOB MANAGEMENT

- [JOB LIBRARY](#)
- [JOBSHOP](#)

COURSEFINDER

- [COURSEFINDER](#)

INBOX

- [MESSAGES \(0\)](#)

You Are Here: [Team Manager Home](#) > [My Team's Upskilling](#) > Skills

FRED SMITH REVIEW

You are carrying out a review for Fred Smith - please step through the four steps using the lozenges below.

Step 1
Skills

Step 2
Achievements

Step 3
Development Plan

Step 4
Targets

SKILLS - ENDORSE

1 | 2 | 3 | 4 | 5 | 6 >

ESSENTIAL SKILLS	SELF ASSESSMENT	YOUR ENDORSEMENT	STATUS	ENDORSED DATE
	COMPETENT	COMPETENT		
Maintain the safety of self and others in the workplace	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Endorsed	23/11/2007
Maintain effective working relationships with others	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	
Maintain and develop personal performance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Endorsed	23/11/2007
Assist with maintaining surfaces and structures	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	
Monitor and maintain health, safety and security in the workplace	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Endorsed	23/11/2007
Maintain good standards of health and safety for self and others	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Endorsed	23/11/2007
Have knowledge and understanding of the safe and effective use of cleaning products and equipment	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	
Adopt organisational requirements for site biosecurity	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	
Transport physical resources	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	
Maintain supplies of physical resources	<input type="checkbox"/>	<input type="checkbox"/>	Unendorsed	

1 | 2 >

SELF ASSESSMENT	YOUR ENDORSEMENT	STATUS	ENDORSED DATE
-----------------	------------------	--------	---------------

- [UPSKILL HOME](#)
- [TEAM MANAGER HOME](#)

PERSONAL UPSKILLING

- [MY UPSKILLING](#)
- [MY DETAILS](#)

TEAM MANAGEMENT

- [MY TEAM'S UPSKILLING](#)
- [MY TEAM'S REPORT](#)
- [MY TEAM'S ADMIN](#)

JOB MANAGEMENT

- [JOB LIBRARY](#)
- [JOBSHOP](#)

COURSEFINDER

- [COURSEFINDER](#)

INBOX

- [MESSAGES \(0\)](#)

You Are Here: [Team Manager Home](#) > [My Team's Upskilling](#) > [Development Plan](#)

FRED SMITH REVIEW

You are carrying out a review for Fred Smith - please step through the four steps using the lozenges below.

- Step 1
Skills
- Step 2
Achievements
- Step 3
Development Plan
- Step 4
Targets

DEVELOPMENT PLAN - PRIORITISE

1 | 2 | 3 | 4 | 5 | 6 >

UNENDORSED ESSENTIAL SKILLS	SKILL DETAILS	PRIORITY	SEARCH FOR LEARNING	TRAINING DETAILS
Assist with preparing livestock for transfer	↗	<input type="text" value="1"/>	↗	↗
Maintain and develop personal performance	↗	<input type="text" value="2"/>	↗	↗
Implement and maintain hygiene and biosecurity arrangements	↗	<input type="text" value="3"/>	↗	↗
Prepare outdoor sites for the introduction of livestock	↗	<input type="text"/>	↗	↗
Implement plans for pest control	↗	<input type="text"/>	↗	↗
Adopt organisational requirements for site biosecurity	↗	<input type="text"/>	↗	↗
Monitor and maintain livestock on outdoor sites	↗	<input type="text"/>	↗	↗
Collect information for planning	↗	<input type="text"/>	↗	↗
Operate a power vehicle	↗	<input type="text"/>	↗	↗
Monitor and review the use of control measures	↗	<input type="text"/>	↗	↗

Click padlock to lock priorities

1 | 2 >

UNENDORSED MANDATORY SKILLS	SKILL DETAILS	PRIORITY	SEARCH FOR LEARNING	TRAINING DETAILS
Construct and maintain structures	↗	<input type="text"/>	↗	↗
Construct and maintain surfaces	↗	<input type="text"/>	↗	↗

Upskill BRANDING AREA/ADS BANNER You are logged in as: Robert Heap-Hammond Logout

Font size: [A] [A] [A] Print this page: [Print icon]

You Are Here: [Team Manager Home](#) > [My Team's Upskilling](#) > [Development Plan](#)

FRED SMITH REVIEW

You are carrying out a review for Fred Smith - please step through the four steps using the lozenges below.

Step 1 Step 2 Step 3 Step 4

Lantra OCF [Close]

ASSIST WITH PREPARING LIVESTOCK FOR TRANSFER

Course Title	<input type="text"/>
Target Date	<input type="text"/> [Calendar icon]
Date Completed	<input type="text"/> [Calendar icon]
Location	<input type="text"/>
Manager's Comments	<input type="text"/>
Cost	<input type="text"/>
Staff Time	<input type="text"/>

Save

security	[Green arrow]	[Grey box]	[Green arrow]	[Green arrow]
Transport physical resources	[Green arrow]	[Grey box]	[Green arrow]	[Green arrow]
Maintain supplies of physical resources	[Green arrow]	[Grey box]	[Green arrow]	[Green arrow]
Plan the use of pest control measures	[Green arrow]	[Grey box]	[Green arrow]	[Green arrow]

Click padlock to lock priorities

1 | 2 >

UNENDORSED MANDATORY SKILLS SKILL DETAILS PRIORITY SEARCH FOR LEARNING TRAINING DETAILS

- [UPSKILL HOME](#)
- [TEAM MANAGER HOME](#)

- PERSONAL UPSKILLING**
- [MY UPSKILLING](#)
- [MY DETAILS](#)

- TEAM MANAGEMENT**
- [MY TEAM'S UPSKILLING](#)
- [MY TEAM'S REPORT](#)
- [MY TEAM'S ADMIN](#)

- JOB MANAGEMENT**
- [JOB LIBRARY](#)
- [JOBSHOP](#)

- COURSEFINDER**
- [COURSEFINDER](#)

- INBOX**
- [MESSAGES \(0\)](#)

You Are Here: [Team Manager Home](#) > [My Team's Upskilling](#) > [Targets](#)

FRED SMITH REVIEW

You are carrying out a review for Fred Smith - please step through the four steps using the lozenges below.

Step 1
Skills

Step 2
Achievements

Step 3
Development Plan

Step 4
Targets

TARGETS - SET/UPDATE

TARGET TITLE	DATE	YOUR COMMENTS	VIEW THEIR COMMENTS	SAVE / DELETE
<input type="text"/>	<input type="text"/>	<input type="text"/>		

[ADDS NEW ROW] [Add New](#)

Skills Manager

Filtered Reports (Click + to expand a grouping)

FUNCTIONAL GROUP	REPORT NAME	VIEW REPORT
- Objectives		
	Summary of Objectives by User(s)	▶
	Completed Objectives by User(s)	▶
	Missed Objectives by User(s)	▶
- Skills		
	Endorsed Skills and Percentages by User(s) and Jobs	▶
	Endorsed Skills Intensification by User(s) and Dates	▶
- Development Plan		
	Skills Development Priorities (TNA) by User Demand	▶
- Achievements		
	Qualifications by Holder	▶
	Qualifications Expiring Summary	▶

Reporting

The team manager can track performance of staff and produce team reports to view and plan the development needs of the team in line with department goals and objectives.

How can Skills Manager help Parks Manager?

- **Admin. Efficiencies - one system**
- **Management Efficiencies - greater access to information by all managers, produces reports and statistics easily**
- **Investment Efficiencies - plan and invest in more targeted training, train for skills gaps**
- **Improved Compliance – demonstrates training, qualifications and skills thereby reducing risk**
- **Skills benefits – motivation, productivity, etc**

Questions and Answers

The Lantra logo consists of the word "Lantra" in a white, sans-serif font, centered within a blue rectangular box. Below the box, there is a thin, wavy line in shades of blue and green.

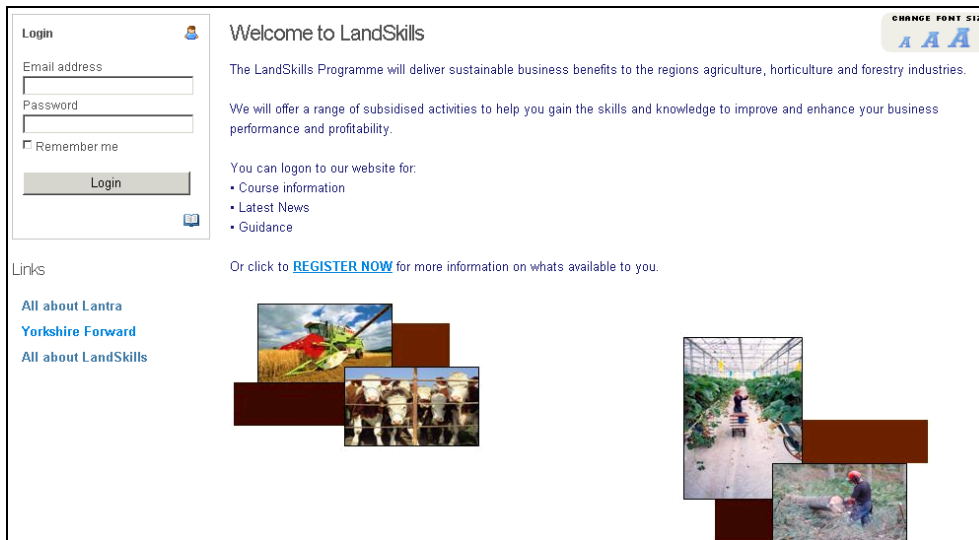
Lantra

The Sector Skills Council for
environmental and land-based industries

Lantra's Skills Manager Current Uses

Skills Recording within projects

Rural Development Programme - England



Login

Email address

Password

Remember me

Login

Links

All about Lantra

Yorkshire Forward

All about LandSkills

Welcome to LandSkills

The LandSkills Programme will deliver sustainable business benefits to the regions agriculture, horticulture and forestry industries.

We will offer a range of subsidised activities to help you gain the skills and knowledge to improve and enhance your business performance and profitability.

You can logon to our website for:

- Course information
- Latest News
- Guidance

Or click to [REGISTER NOW](#) for more information on whats available to you.

- Launch May 2008
- Supporting internal Lantra project
- Administrative tool
- Recording skills/gaps
- Developing training plans
- Used In Yorkshire and Humberside, NE, W Mids, SEEDA and EM RDA projects

LandSkills

Skills Recording within projects

Women and Work: Sector Pathways Initiative

The screenshot shows the Lantra website interface. At the top left is the Lantra logo with the tagline 'Raising skills and increasing potential Women and Work'. Below the logo is a font size selector with three 'A' icons. A navigation menu on the left includes 'WOMEN AND WORK HOME', 'INFORMATION', 'ABOUT THIS SITE', 'FAQS', and 'CONTACT'. The main content area features a 'You Are Here: Women And Work Home > Login' breadcrumb. A red-bordered login form contains fields for 'Username:' and 'Password:', a 'Remember me: ' checkbox, a 'Login' button, and a 'Forgotten my password' link. Below the login form is a red-bordered box titled 'WELCOME TO WOMEN AND WORK' containing the text: 'The Women and Work Programme aims to raise the skills levels, earning potential and aid career progression in sectors where women are Under-represented. This initiative is in response to recommendations by the Women and Work Commission's report 'Shaping a Fairer Future' and receives government funding, matched by employer contributions.' To the right of the text are two small images: one of a woman rappelling and another of a woman in a field.

- The project aims to raise recruitment levels in sectors where women are under-represented; increasing earning potential and aiding career progression. The initiative is in response to recommendations by the Women and Work Commission's report 'Shaping a Fairer Future' and receives government funding, matched by employer contributions.

Women and Work

Industry-wide schemes

The Poultry Meat Industry Training Initiative

Poultrypassport.org

Welcome to the Poultry Passport Scheme

This site will enable you to record and manage the skills and qualifications for yourself as an individual or of employees within your company. Each job role within the poultry industry has essential skills which are required for that position and this site will act as a tool to recognise the skills currently obtained, highlight any areas of development and signpost the training to fill those gaps.

Each person registered into the system will have their own personal record detailing their qualifications and skills which will map against the national passport requirements for poultry workers. These records are printable and can be updated as and when required. Contact [Lantra](#) for a full information pack without obligation now.

[Click here to view your poultry job roles](#)

Careers in the Poultry Industry

The poultry industry offers a wide range of job opportunities and progression routes. The industry has developed considerably in recent years with the introduction of more technological equipment to assist the production process and maintain high animal welfare standards. The industry requires motivated to fill the position such as stock people, farmer supervisors/managers, hatchery staff, drivers and maintenance personnel. To find out more about the opportunity in the poultry industry you can use the panel below.

To find a detailed job description simply type in a few letters from the job that you want to see:

- If you can't find your job, please look through the list of [jobs by](#)

- Launch date Sept, 2008
- Maintaining training records
- Demonstration of investment to training
- Identify qualification requirements

Employee Upskilling



UPM Tilhill

UPM Tilhill -the first competence framework in the forestry and arboriculture sector.

Wildlife Trusts – the first three competence frameworks in the Environmental Conservation sector. Pilot programmes in Gloucestershire, Warwickshire and Gwent Wildlife Trusts



Gloucestershire



Warwickshire
Wildlife Trust



YMDIRIEDOLAETHAU
natur
GWENT



Organisational Development in Local Authorities

GreenSKILL

greenSKILL

You are logged in as: GreenSkill Manager Logout

Font size: [A] [A] [A] Print this page: [Printer icon]

You Are Here: Team Manager Home

MANAGE YOUR PERSONAL AND TEAM'S UPSKILLING

PERSONAL UPSKILLING

- MY UPSKILLING
- MY DETAILS

FRIENDS

- MY FRIENDS

TEAM MANAGEMENT

- MY TEAM'S UPSKILLING
- MY TEAM'S REPORT
- MY TEAM'S ADMIN
- EXPIRED QUALIFICATIONS

JOB MANAGEMENT

- JOB LIBRARY
- JOBSHOP

MY UPSKILLING

- Skills
- Achievements
- Development plan
- Objectives
- Target role
- Review

MY TEAM'S UPSKILLING

- Endorse skills
- Check/Add achievements
- Prioritise development
- Set/Update objectives
- CPD

MY TEAM'S REPORT

- Training needs analysis
- Skills intensification

MY TEAM'S ADMIN

- Set Up/edit your team and users

JOB LIBRARY

- Create or edit a job role based on existing job role skills

JOBSHOP

- Advertise job vacancies

- First use at Leicester City Council
- Wider rollout planned
- 1st national competency framework across the greenspace sector
- Recording skills achieved through training and development
- Standard CPD framework for sector

CPD and Membership Organisations

COMPETENCIES	DETAILS	SELF ASSESSMENT	ENDORSED STATUS	
		STATUS		
Grounding in a relevant science and/or land-based discipline	➔	<input checked="" type="checkbox"/>	Endorsed	
Biological/ecological monitoring surveying and surveillance skills	➔	<input checked="" type="checkbox"/>	Endorsed	
A grounding in ecology and ecosystem processes	➔	<input checked="" type="checkbox"/>	Endorsed	
Skills in practical management of habitats, biotopes and species for nature conservation	➔	<input type="checkbox"/>	Endorsed	
General ability to identify habitats and species	➔	<input type="checkbox"/>	Endorsed	
Knowledge of access management and infrastructure	➔	<input type="checkbox"/>	Unendorsed	
Ability to prepare and implement integrated management plans				
Knowledge of the safe use of appropriate equipment				
Any competencies not endorsed by members will be removed from the list.				

There are no unendorsed competencies to show here.

These priorities are open for editing.

UNENDORSED COMPETENCIES	COMPETENCY DETAILS	TARGET DATE	TRAINING DETAILS	DATE COMPLETED	PRIORITY	SEARCH FOR LEARNING	
Knowledge of access management and infrastructure	➔		➔		1	➔	
Ability to prepare and implement integrated management plans	➔		➔		1	➔	
Knowledge of the safe use of appropriate tools and equipment	➔		➔		1	➔	

These priorities have been locked by your manager

- Members can identify both sector based technical competencies and NATUR core membership competencies and the association or organisation can verify these competencies and provide support and guidance to members

- Skills Manager automatically generates a competency based development plan for each member

Pathways to Employment



“That was the year that was!”

Galloway Forest Volunteer Project

Galloway Forest Volunteer Project -the first competence framework to help develop and record personal, key and job skills in NEET young people in South Ayrshire

Pathways to Employment

MY SKILLS - CURRENT ROLE

1 | 2 | 3 >

CORE SKILLS - DEVELOPMENT PROFILE	DETAILS	SELF ASSESSMENT	ENDORSED STATUS
		STATUS	
Written	↗	<input checked="" type="checkbox"/>	Unendor
Spoken	↗	<input checked="" type="checkbox"/>	Unendor
Body Language	↗	<input type="checkbox"/>	Unendor
Signalling	↗	<input type="checkbox"/>	Unendor
Co-operation	↗	<input type="checkbox"/>	Unendor
Peer Support	↗	<input type="checkbox"/>	Unendor
Integration within a team setting	↗	<input type="checkbox"/>	Unendor
Critical Thinking	↗	<input type="checkbox"/>	Unendor

Any skills not endorsed by your manager will remain in your development plan. Endorsed skills will be removed from your development plan and added to your achievements.

Request Endorsement

1 | 2 | 3 | 4 | 5 | 6 | 7 >

CRAFT SKILLS	DETAILS	SELF ASSESSMENT	ENDORSED STATUS	
		STATUS		
Assist with maintaining drainage especially open forest drainage systems and construction of new systems using hand tools	↗	<input checked="" type="checkbox"/>	Unendorsed	✉ (1)
Assist with constructing and maintaining existing field and ornamental dry stone and occasionally cement bound dykes.	↗	<input checked="" type="checkbox"/>	Unendorsed	✎
Construct, maintain and/or build structures to enhance or allow the study of wildlife and their habitats. Typically the work includes manufacturing bird and bat boxes, access to viewing sites etc	↗	<input checked="" type="checkbox"/>	Unendorsed	✎
Excavate and form foundations for fencing	↗	<input type="checkbox"/>	Unendorsed	✎
Assist with various aspects of wildlife management as appropriate	↗	<input type="checkbox"/>	Unendorsed	✎
Place and fix posts	↗	<input type="checkbox"/>	Unendorsed	✎
Place and fix fencing components	↗	<input type="checkbox"/>	Unendorsed	✎

PERSONAL STATEMENT

Plan My name is John Smith and I have currently been working on a Galloway Volunteer Program.

I have been focusing on developing my softer skills, along with developing skills in environmental conservation.

I wish to do more volunteering and develop new skills that will support my career in conservation.

COMPLETED QUALIFICATIONS, E.G. GCSES

QUALIFICATIONS	DATES			WHERE	ENDORSED
	STARTED	FINISHED	EXPIRES		
first aid	05 Jan 2009	05 Jan 2009	25 Jan 2010	nt	<input checked="" type="checkbox"/>

ENDORSED SKILLS

ENDORSED SKILLS
Assist with constructing and maintaining existing field and ornamental dry stone and occasionally cement bound dykes.
Assist with various aspects of wildlife management as appropriate

Pathways to Education and Employment



The ABLE Project, Rotherham works with vulnerable pupils and those unable to attend mainstream school. The project will help young people develop new skills in aquaculture and horticulture. Skills Manager is used to record vocational skills development and provide information and guidance for possible careers.

Assisting Students

The National Student Database

The screenshot displays the homepage of the National Student Database. At the top, the title "The National Student Database" is shown in a stylized font. Below this is a "user login" section with three icons representing "administrators", "students", and "tutors". To the right of these icons are input fields for "username" and "password", and a "click to login" button. A large green banner features a photo of five diverse young people and the text "The National Student Database Putting you in control of your career..." and "The Job Shop Search for jobs that match your profile". A "LEARN MORE" button is located at the bottom right of the banner. At the bottom of the page, the "Landex" logo (Land Based Colleges Aspiring to Excellence) and the "Lantra" logo are displayed, with another "LEARN MORE" button to the right.

In Collaboration

- Colleges



National Student Database



The National Student Database

You are logged in as:
Steve Fitzpatrick

[Logout](#)

Font size: [A](#) [A](#) [A](#)

Print this page:

[You Are Here](#) > [Dave Barlow](#) > [Update My Skills Profile](#) > [My Student Skills](#)

Review your Student Skills Profile

[Dave Barlow](#) > [Student Skills Profile](#)

CLICK ON THE NUMBERS TO SEE MORE

Review My Student Skills Profile

1 | 2 | 3 >

KEY SKILLS	LEVEL	SELF ASSESSMENT	TUTOR'S ASSESSMENT	DATE OF ENDORSEMENT
		ACHIEVED	ACHIEVED	
Application of Number	Drop-down 1 to 4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/09/2007
Application of Number	4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	06/09/2007
Use of IT Applications	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14/09/2007
Communications	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
Problem Solving	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14/09/2007
Improving own learning	4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
Working with others	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-

1 | 2 | 3 >

PERSONAL SKILLS	VIEW DETAILS	SELF ASSESSMENT	TUTOR'S ASSESSMENT	DATE OF ENDORSEMENT
Timekeeping and punctuality		Always	<input checked="" type="checkbox"/>	06/09/2007
Work on own initiative		Sometimes	<input checked="" type="checkbox"/>	06/09/2007
Work in a team		Frequently	<input checked="" type="checkbox"/>	14/09/2007
Communications		Rarely	<input checked="" type="checkbox"/>	13/09/2007

[« Return to skills profile menu](#)

- [NSD HOME](#)
- [PERSONAL HOME PAGE](#)

UPDATE MY SKILLS PROFILE

- [MY STUDENT SKILLS](#)
- [MY QUALIFICATIONS](#)
- [WORK EXPERIENCE](#)
- [MY TARGET JOBS](#)
- [MY TARGETS](#)
- [MY DEVELOPMENT](#)

BUILD A GREAT CV

- [PERSONAL STATEMENT](#)
- [QUALIFICATIONS](#)
- [ENDORSED SKILLS](#)
- [PERSONAL SKILLS](#)
- [DRAFT CV](#)

CONTINUE LEARNING

- [COURSES AND EVENTS](#)

MY CAREER

- [QUALS MATCHER](#)
- [EXPLORE ALL JOBS](#)
- [MATCH MY SKILLS](#)

JOB SHOP

- [JOB SHOP](#)



Font size: [A](#) [A](#) [A](#)

Print this page:

[You Are Here](#) > [Dave Barlow](#) > [Update My Skills Profile](#) > [My Qualifications](#)

Review your Qualifications

[Dave Barlow](#) > [My Qualifications](#)

- [NSD HOME](#)
- [PERSONAL HOME PAGE](#)

UPDATE MY SKILLS PROFILE

- [MY STUDENT SKILLS](#)
- [MY QUALIFICATIONS](#)
- [WORK EXPERIENCE](#)
- [MY TARGET JOBS](#)
- [MY TARGETS](#)
- [MY DEVELOPMENT](#)

BUILD A GREAT CV

- [PERSONAL STATEMENT](#)
- [QUALIFICATIONS](#)
- [ENDORSED SKILLS](#)
- [PERSONAL SKILLS](#)
- [DRAFT CV](#)

CONTINUE LEARNING

- [COURSES AND EVENTS](#)

MY CAREER

- [QUALS MATCHER](#)
- [EXPLORE ALL JOBS](#)
- [MATCH MY SKILLS](#)

JOB SHOP

- [JOB SHOP](#)

QUALIFICATIONS	DETAILS			WHERE	VERIFIED	EDIT
	STARTED	FINISHED	LEVEL/GRADE			
GCSE Maths	14/09/2000	14/09/2001	C	NEW College	<input checked="" type="checkbox"/>	↗
Add						

ACHIEVEMENTS/ QUALIFICATIONS	DETAILS			WHERE	VERIFIED	EDIT
	STARTED	FINISHED	EXPIRES			
PA6 - Pesticides application	14/09/2000	14/09/2001	-	NEW College	<input checked="" type="checkbox"/>	↗
Add						

QUALIFICATIONS	DETAILS		WHERE	ENROLLED
	STARTED	EST. COMPLETION		
Livestock NVQ Level 2	14/09/2007	14/09/2009	NEW College	<input checked="" type="checkbox"/>

ACTIVITY	DETAILS		WHERE	VERIFIED	EDIT
	DATE	HOURS			
Attended Dairy Event	14/09/2007	44	NEW College	<input checked="" type="checkbox"/>	↗

National Student Database



The National Student Database

You are logged in as:
Steve Fitzpatrick

[Logout](#)

Font size: [A](#) [A](#) [A](#)

Print this page:

[You Are Here](#) > [Dave Barlow](#) > [Update My Skills Profile](#) > [My Work Experience](#)

Dave Barlow > My Work Experience

My Job Skills

1 | 2 | 3 >

JOB NAME	TYPE	VIEW/EDIT COMPETENCIES	DATE	PRINT EMPLOYER TESTIMONY	EDIT	DELETE
Farm Hand	Full-time work placement		22/02/2005 to 11/04/2005			
Stable Cleaner	Full-time work placement		22/06/2006 to 31/05/2007			

[Add](#)

[« Return to skills profile menu](#)

- [NSD HOME](#)
 - [PERSONAL HOME PAGE](#)
- UPDATE MY SKILLS PROFILE**
- [MY STUDENT SKILLS](#)
 - [MY QUALIFICATIONS](#)
 - [WORK EXPERIENCE](#)
 - [MY TARGET JOBS](#)
 - [MY TARGETS](#)
 - [MY DEVELOPMENT](#)
- BUILD A GREAT CV**
- [PERSONAL STATEMENT](#)
 - [QUALIFICATIONS](#)
 - [ENDORSED SKILLS](#)
 - [PERSONAL SKILLS](#)
 - [DRAFT CV](#)

National Student Database

The National **Student** Database

user login



administrators



students



tutors

username

password

click to login

Welcome to Job Shop

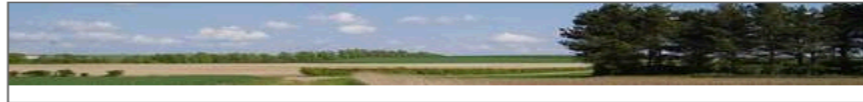
Search and apply for jobs using the Job Shop facility

As you complete your profile within the National Student Database you will be able to use this information to search for and apply for jobs using the Job Shop facility.

As you enter the details of your qualifications and add your work experience your personal profile and information within your Curriculum Vitae will increase. The Job Shop will enable employers to send you information on the jobs that match your skills as well as enabling you to apply for all types of vacancies whether they are for full time work or just work experience and even volunteering

You will be able to access the Job Shop through the National Student Database.





Lantra Jobs

- [↗ Home](#)
- [↗ Post a Job Vacancy](#)
- [↗ Edit your details](#)

Information

- [↗ About Lantra](#)
- [↗ About this site](#)
- [↗ Contact](#)

You are here: Lantra Jobs » Employer Page

Mr Jonathan Parton Home Page

Welcome to your **Lantra Jobs Home Page**: Jonathan Parton

From here you can

- **Review/edit/delete** any current vacancies listed on the jobs board
- **Add new** vacancies
- **Search** the Lantra Jobs database for **matching candidates***.
- ***Please note**, Lantra's unique 'candidate matching software' is only available when you use our standard Job Role Profiles to describe your vacancy. If you are a regular recruiter you can contact Lantra to request your own unique Job Role Profile*

Vacancies you are currently listing

JOB TITLE	REFERENCE:	JOB TYPE	FULL TIME?	SALARY	START DATE FOR ADVERTISING	EDIT/DEL
General Farm/Agricultural Worker (Dairy)	EMP039	Permanent	Work_Experience	£10,000 - £15,000	23 Nov 2009	edit / Del
Stockman (Growing)	EMP033	Permanent	Full_Time	£10,000 - £15,000	29 Sep 2009	edit / Del
Tractor Driver (Crops)	EMP026	Permanent	Full_Time	£10,000 - £15,000	08 Jan 2009	edit / Del

[Add new vacancy »](#)






Find matching candidates for your vacancies

The LantraJobs database can **automatically suggest candidates** that match your vacancy (*see note above*).

Click the link below to **check current candidate records**. Please note that new candidates are being registered all the time.

You should **check for new candidates** from time to time using the buttons below:

JOB TITLE	FIND MATCHING CANDIDATES
General Farm/Agricultural Worker (Dairy)	
Stockman (Growing)	
Tractor Driver (Crops)	



Matching candidates for General Farm/Agricultural Worker (Dairy)

The following candidates are registered in the LantraJobs database

CANDIDATE REF	MATCHED SKILLS	CURRENTLY STUDYING	SEE FULL PROFILE	CONTACT THIS CANDIDATE
EZ7ZFY2LQJ	87%	Edexcel Level 3 BTEC National Certificate in Agriculture		
GN7EYBABMX	22%	Edexcel Level 3 BTEC National Diploma in Agriculture		
49Q3WEGL4S	22%	Edexcel Level 3 BTEC National Diploma in Agriculture		
6BC9S4RUBM	9%	Edexcel Level 3 BTEC National Diploma in Animal Management		
GIFETLEZCU	7%	Edexcel Level 3 BTEC National Diploma in Animal Management		
KAANK94RTM	4%	Edexcel Level 3 BTEC National Diploma in Animal Management		
V7ZCFEUCVW	2%	Edexcel Level 3 BTEC National Diploma in Animal Management		
CIHF2TKXU4	2%	Edexcel Level 3 BTEC National Certificate in Horse Management		
E8EM4ML42T	2%	Edexcel Level 3 BTEC National Diploma in Animal Management		



Lantra's Skills Manager - Windows Internet Explorer
http://www.ruralslp.co.uk/v2/page.aspx?uid=2584&u=1425&c=209

PRINT CV (PDF)

John Lennon

Personal Statement

TEST CANDIDATE I'm currently doing a part-time placement at a dairy farm. This is not always with dairy cattle, sometimes I work with horses and old goats!

I work well with others & I can sing, dance and act. I can survive underwater, especially in "yellow submarines."

I would like to get a job working on a dairy farm allowing me to get up and about before my midday facial and cappuccino!

Completed Qualifications, e.g. GCSEs

QUALIFICATIONS	DETAILS			WHERE	VERIFIED
	STARTED	FINISHED	LEVEL/GRADE		
GCSE Maths	18/08/60	20/09/62	C	College	22/09/2009 by George Martin
GCSE P.E.	19/02/81	07/02/85	U	College	22/09/2009 by George Martin
City & Guilds Level 2 Landscaping			Distinction	Capel Manor College	30/09/2009 by George Martin

Professional Certificates of Competence completed

ACHIEVEMENTS/ QUALIFICATIONS	DETAILS			WHERE	VERIFIED
	STARTED	FINISHED	EXPIRES		
					10/02/2009

Please note that new
g the buttons below:

SEARCHING CANDIDATES

VIEW FULL PROFILE	CONTACT THIS CANDIDATE

.....
CONDITIONS | COPYRIGHT 2007

Small Business Competence

- A competence job role profile, designed for small businesses, based on the SFEDI (Small Firms Enterprise Development Initiative) Business Enterprise Standards
- Designed to assist Owner/Managers in business skills development

Small Business Competence

Logged In



» Dairy Business
» Competent Dairy Business

[My Personal Home Page](#)



[My Team Page](#)



[Add/Change My Details](#)



[Change Password](#)



[Logout](#)



NFU

national dairy farm assured scheme

defra



EUROPEAN UNION
European Social Fund

Valuable Links

[All about Lantra](#)

[Careers for Adults](#)

[Careers for Young People](#)

[Find Training and Development](#)

[Contact Lantra](#)

Welcome to your Business Home Page

This site is all about building stronger dairy businesses and improving dairy industries in the UK. This site will assist you in improving the productivity of your business through the identification of business competence and skills gaps.

Why the need for change?

Within the sector it is recognised that there is a high proportion of unqualified workers, an aging workforce and one where career paths are unclear and personal development not uniformly supported by employers.

With this information in mind Lantra have created a Online Business Competence Framework to help improve business and staff performance.

Click on the link below to view job roles and dairy owner/ manager profiles

[Dairy Profiles](#)

Your current dairy profiles

Add or review your current job role

- [Dairy Business: Owner/ Manager](#) (0% Endorsed)
- [Level 3 - Herdsman](#) (0% Endorsed)
- [Level 1 - Trainee/Assistant Stockperson / Herdsman](#) (0% Endorsed)
- [National Dairy Farm Assured Scheme: Standards](#) (0% Endorsed)
- [Add Job Role](#)

Your target job role - are you job ready?

- [Add a target job role](#)

Save Changes

Small Business Competence



EUROPEAN UNION
European Social Fund

Valuable Links

- [All about Lantra](#)
- [Careers for Adults](#)
- [Careers for Young People](#)
- [Find Training and Development](#)
- [Contact Lantra](#)

No Qualifications Present.

[Add new qualification](#)

* click on a qualification to edit it's dates etc...

Essential Job-related skills

Skills	My Qualification/s may contribute towards these skills	I believe I have this Skill	Workplace Performance endorsed?	Assessed	Add to my CV?
<input checked="" type="checkbox"/> Business Strategy	0/11	0/11	0/11	0/11	0/11
<input checked="" type="checkbox"/> Business Development	0/5	0/5	0/5	0/5	0/5
Achieve the goals for your business	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
Win and keep customers	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
Make deals to take your business forward	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
Find innovative ways to improve your business	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
Build relationships to build your business	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
<input checked="" type="checkbox"/> Suppliers	0/2	0/2	0/2	0/2	0/2
Identify needs and suppliers for your business	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
Monitor the quality and use of supplies and equipment in your business	-	<input type="checkbox"/>	Unendorsed	Not Assessed	<input type="checkbox"/>
<input checked="" type="checkbox"/> Legislation	0/3	0/3	0/3	0/3	0/3
<input checked="" type="checkbox"/> Financial Management	0/12	0/12	0/12	0/12	0/12
<input checked="" type="checkbox"/> Managing People	0/8	0/8	0/8	0/8	0/8
<input checked="" type="checkbox"/> Product Marketing and Selling	0/4	0/4	0/4	0/4	0/4

Governance - Trustee Tool

- Similar to Small Business Competence model
- Imported NOS Governance Standards from Council for Administration (CfA). These are broadly based job role standards including Chair, CEO, Executives, Non Executives, etc.
- Imported NOS Trustee Standards for the Voluntary Sector from UK Workforce Hub

Trustee Tool



BRANDING AREA/ADS BANNER

You are logged in as:
Verity Kersey
[Logout](#)

Font size: [A](#) [A](#) [A](#)

Print this page:

- [↑ UPSKILL HOME](#)
- [↑ INDIVIDUAL HOME](#)

PERSONAL UPSKILLING

- [↑ MY SKILLS](#)
- [↑ MY ACHIEVEMENTS](#)
- [↑ MY DEVELOPMENT PLAN](#)
- [↑ MY TARGETS](#)
- [↑ MY NEXT ROLE](#)
- [↑ MY REVIEW](#)

JOBSHOP

- [↑ JOBSHOP](#)

COURSEFINDER

- [↑ COURSEFINDER](#)

PERSONAL DETAILS

- [↑ MY DETAILS](#)

INBOX

- [↑ MESSAGES \(0\)](#)

You Are Here: [Individual Home](#) > [Personal Upskilling](#) > [My Skills](#)

REVIEW MY JOB ROLE, ASSESS MY SKILLS, IDENTIFY MY SKILLS GAPS AND EDIT MY DEVELOPMENT PLAN

Verity Kersey - The Trustee - Trustees

CURRENT ROLE

MY SKILLS - CURRENT ROLE

ESSENTIAL SKILLS	DETAILS	SELF ASSESSMENT	ENDORSED STATUS
		I HAVE THIS SKILL	
<input type="checkbox"/> Safeguard and promote the values and mission of the voluntary or community organisation.	↑	<input type="checkbox"/> [0/14]	Unendorsed
<input type="checkbox"/> Determine the strategy and structure of the voluntary or community organisation.	↑	<input checked="" type="checkbox"/> [12/12]	Unendorsed
<input type="checkbox"/> Ensure the voluntary or community organisation operates in an effective, responsible and accountable manner.	↑	<input checked="" type="checkbox"/> [11/11]	Unendorsed
<input type="checkbox"/> Ensure the voluntary or community organisation operates in an effective, responsible and accountable manner.	↑	<input type="checkbox"/> [0/16]	Unendorsed
<input type="checkbox"/> Ensure the effective functioning of the voluntary or community organisation's board of trustees.	↑	<input type="checkbox"/> [0/22]	Unendorsed

Any skills not endorsed by your manager will remain in your development plan. Endorsed skills will be removed from your development plan and added to your achievements.

[Request Endorsement](#)

MANDATORY SKILLS	DETAILS	SELF ASSESSMENT	ENDORSED STATUS
		I HAVE THIS SKILL	

You Are Here: [Individual Home](#) > [Personal Upskilling](#) > [My Skills](#)

REVIEW MY JOB ROLE, ASSESS MY SKILLS, IDENTIFY MY SKILLS GAPS AND EDIT MY DEVELOPMENT PLAN

Verity Kersey - The Trustee - Trustees

CURRENT ROLE

MY SKILLS - CURRENT ROLE

ESSENTIAL SKILLS	DETAILS	SELF ASSESSMENT I HAVE THIS SKILL	ENDORSED STATUS
<input type="checkbox"/> Safeguard and promote the values and mission of the voluntary or community organisation.		<input type="checkbox"/> [0/14]	Unendorsed
<input checked="" type="checkbox"/> Determine the strategy and structure of the voluntary or community organisation.		<input checked="" type="checkbox"/> [12/12]	Unendorsed
ensuring the organisation has an appropriate structure incorporating legal and governance frameworks		<input checked="" type="checkbox"/>	Unendorsed
regularly reviewing and updating the strategic plan to keep it fit for purpose		<input checked="" type="checkbox"/>	Unendorsed
where an organisation employs staff, working with them to produce a strategic plan that meets the organisation's agreed aims and intended outcomes		<input checked="" type="checkbox"/>	Unendorsed
ensuring a programme of activities which continually builds upon, and makes good use of, the organisation's resources		<input checked="" type="checkbox"/>	Unendorsed
ensuring the organisation sets aims or legal objects that reflect its values and mission, that look positively to the future and that enable the organisation's current mission to be achieved		<input checked="" type="checkbox"/>	Unendorsed

- UPSKILL HOME
- INDIVIDUAL HOME
- PERSONAL UPSKILLING**
- MY SKILLS
- MY ACHIEVEMENTS
- MY DEVELOPMENT PLAN
- MY TARGETS
- MY NEXT ROLE
- MY REVIEW
- JOBSHOP**
- JOBSHOP
- COURSEFINDER**
- COURSEFINDER
- PERSONAL DETAILS**
- MY DETAILS
- INBOX**
- MESSAGES (0)

Migrant Workers – Agrispass


[Home](#)
[Contact](#)
[About this Site](#)
[FAQs](#)

 Logged In
 

 » Edwin Hammells
» AGRIPASS

[My Personal Home Page](#)

[Add/Change My Details](#)

[Change Password](#)

[Logout](#)


**Find Job Vacancies
Based on
My
Personal Record**

**Print a hard
copy of my
Agrispass**

**Example
Email**

Welcome to your Agrispass Personal Home Page



This is your personal home page. Here you can create and maintain your personal details and CV, whilst developing your record of achievement. Start getting your skills recognised and work towards your Agrispass today.

What is Agrispass?

Employers throughout Europe use the Agrispass Skills Passport to identify the best employees.

Getting your skills recognised with an Agrispass can help you identify the right job for you and move up the career ladder.

AgriPass Checklist:

1. Choose your current Job Role
2. Complete your personal record
3. Tick the preference box and the Agrispass system will automatically notify you of suitable job vacancies

Your current and target jobs

Your current job role is:

- [Level A - Skilled Swineman](#) 

Your target job role - are you job ready?

- [Add a target job role](#)

Preferences

I am interested in hearing about job vacancies that fit my personal skills profile. I have already completed my Agrispass Profile in my Personal Home Page.

Print out an
Agrispass
Document

Email my
Agrispass to
an Employer

Developments across sectors



Other industry benefits of using Skills Manager

- Real Time data from industry, Awarding Bodies and Training Providers, etc.
- An ability to spot NOS and SAP “Gaps” and Provision needs
- leading to the shortened and focused development of industry-led NOS, SAP’s and Quals
- An ability to generate data, spot trends and reports by company, industry, sector, whole footprint, etc for LMI
- An ability to quantify and show “skills intensification” against NOS over time
- An ability to look at industry wide skills gaps, succession planning issues and development needs