

Project ID No.	AN 425 / 2 / 1 / 4
GOAL	4
	SUB-PROGRAM

Effective Networking

Teaching and Learning Networks and Assessor Networks

Action plans must be submitted online to www.reframingthefuture.net by COB Tuesday 20 June 2006.

Please refer to 'How to submit an action plan online' in the Reframing the Future handout or on the website.

All sections must be completed.

Please note: sections 1 – 9 of this document will be uploaded onto the Reframing the Future website. Details of participants in item 11 will be only be used in accordance with our privacy policy and will not be published on the website.

Name of organisation funded by Reframing the Future

South East Community College

1. Convenor's details

Name: Glennis Brooking		
Position: CEO		
Organisation: South East Community College		
Address: PO Box 137		
City/Suburb: NOWRA		Postcode: 2541
Ph: (02) 44230351	Fax:	Mobile:
Email: gbrooking@secc.nsw.edu.au		

2. Facilitators' details

Name: Hazel Widtmann		
Address: PO Box 234		
City/Suburb: KIAMA		Postcode: 2533
Ph: (02) 42321266	Fax: (02)42321191	Mobile: 0404093266
Email: widtmann@shoal.net.au		

3. Project overview (100 words maximum)

What outcomes do you hope to achieve in your project?

The main purpose of this network is to:

- identify specific "teaching and learning" strategies that better assist older learners to retain knowledge and skills more effectively.
- provide more effective motivational 'teaching and learning' strategies that reach beyond the course content to touch the personhood of the learner.
- implement 'teaching and learning' strategies that meet the specific needs of individual learners and help them to realise their full potential.
- identify ways to make training on the job or in the classroom more cost/time effective for people in small business.
- examine ways in which we can encourage learners /organisations to embrace traineeships and apprenticeships.

4. Aspects of the national training system to be addressed by your project, e.g.:

- AQTF compliance issues, particularly Standard 9.2.2 regarding the validation of assessment strategies (assessor networks)
- Quality and consistency of assessment in relation to specific Training Packages, covering both on and off the job settings (assessor networks)
- Competency-based and workplace training
- Recognition of current competence

Issues mentioned above will be included in the initial needs analysis –via a self-evaluation questionnaire. The project will address all areas above-with the emphasis being on issues pertaining to workplace “teaching and learning”

5. Network facilitation

Please describe what steps you will take to ensure that all members of your network are able to benefit from membership of the network, when the participants:

might come from different parts of the one organisation or from multiple organisations or possibly from different types of organisations (e.g. large, small, metropolitan, country, public, private)	As mentioned a pre-network questionnaire purposely designed to identify individual ‘teaching and learning’ needs will be distributed to members. The learning agenda will be jointly developed from the findings of these questionnaires. *Network activities will be directly related to the members own work and all members will be involved in the development of the learning program. While the facilitator will be responsible for the overall running of the network – members will be invited to make presentations, deliver case studies and to share their knowledge and experience of training and assessing older workers.
have different amounts of time available for participating	*Communication channels will be set up via phone, email, tele-conferences and on-line community web forums for those people unable to attend meetings.
might vary from wanting strong to weak connections.	*Participants will be encouraged to participate as much as they feel comfortable to do so. It is envisaged that this will be a committed team of people who undertake the full project together. However, there will be flexibility for new members to join the project will be.

6. Network processes

Please describe how you propose to provide opportunities for network participants to undertake one or more of the following activities:

to reflect upon and improve their practice	Complete the self-evaluation questionnaire Group discussion and questioning sessions Analytical discussion, involving encouragement to “step out of the box” embrace new ideas and steer away from any existing ‘rigid’ conceptualisations about ‘teaching and learning’ methods.
share information	See answers above and answers to question 5*
access resources	All resources for the workshops and activities will be provided by the facilitator –evaluation of such will be sought from all network members. Where there is consensus on any given material not being appropriate the group will collaborate to find alternatives.
validate assessment or other teaching tools	Validation of ‘teaching and learning’ strategies will be incorporated into this project during workshops.
develop new forms of collaboration with other assessors or trainers	Through this very diverse group of people, from TAFE, RTO’s ,industry, small business and independent trainers and assessors –it is envisaged that new partnerships will be formed.

7. Anticipated outcomes

Please describe the outcomes anticipated as a result of your project:

for participating individuals	<p>New knowledge in the area of 'teaching and learning strategies', human behaviour and traineeships and apprenticeships.</p> <p>Better equipped to deliver effective on-the-job training and therefore enhancing their own job industry, as well as building stronger relationships local businesses and industry</p> <p>Better understanding of traineeships and apprenticeships.</p>
for participating organisations	<p>Better trained employees therefore more likely to meet organisational goals faster and more effectively</p> <p>More knowledge of the National Training System overall - and that it has huge benefits for both employees and employers.</p> <p>Development of stronger networks</p> <p>Better understanding of traineeships and apprenticeships, work-based learning and the role of RTO's.</p>
for the VET system	<p>Increased status, public recognition and enhanced image in the eyes of the community, industry and small business.</p> <p>Better informed, skilled and pro-active trainers, assessors and RTO's</p>

8. Evaluation

Please provide an outline of the methods you will use to evaluate the participants' learning and your project's efficiency and effectiveness.

Each member will be provided with a 'reflection journal' to record their experiences, ideas and suggestions for improvement. Included in the journal is an evaluation form dated for each meeting – these will be completed a few days after each meeting and returned to the facilitator – who will collate them and discuss the 'successes' or 'needs for improvement' areas at subsequent meetings. This information will provide information for the future reports required RTF and also for future directions of the group.

**** Confidentiality will be strictly adhered throughout this process -and at all times for the duration of the project – and beyond.**

9. Project timeframe

Please list project milestones and key dates

(Please add rows as required)

Milestone	Key date
Action Plan to RTF	20/06/06
Letter and Self- Evaluation questionnaire distributed to members	21/06/06
Receive and collate findings of questionnaire	30/06/06
Develop agenda, planning materials and reflection journals	05/07/06
First meeting. PP presentation: Basis for project, research undertaken, stats of questionnaires. Discussion – Roadmap and goals for subsequent workshops.	11/07/06/1
Develop workshop materials, arrange guest speakers for next meeting	08/08/06/2
Arrange Tele-conferences for Sept/Oct/Nov	14/08/06
Develop workshop materials, arrange guest speakers for next meeting	05/09/06/3
Prepare Mid- term report	?
Develop workshop materials, arrange guest speakers for next meeting	03/10/06/4
Develop workshop materials	07/11/06/5
Develop workshop materials	28/11/06/6
Prepare Final report	05/12/06