

Project ID No.	CP 114 / 2 / 1 / 2
GOAL	4
SUB-PROGRAM	

Effective Networking Communities of Practice

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 Details of participants in item 11 will be only be used in accordance with our privacy policy and will not be published on the website.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

Insurance Australia Group. (Funding for ERTOF via IAG)
--

1. Convenor's details

Name: Chris Butler	
Position: RTO Learning Specialist	
Organisation: Insurance Australia Group	
Address: Level 13, 388 George Street	
City/Suburb: Sydney NSW	Postcode: 2000
Ph: (02) 9292-3380	Fax: Mobile: 04 0094-6347
Email: christopher.butler@iag.com.au	

2. Facilitators' details

Name: Anthony Tyrrel	
Address: Performance First Pty Ltd, PO Box 6023	
City/Suburb: Griffith, ACT	Postcode: 2603
Ph:	Fax: Mobile: 0433044116
Email: anthony.tyrrel@performancefirst.com.au	

3. Project overview

- Members will examine their own practice in facilitated sessions within the CoP. Emphasis would be on the use of the NTF as a powerful enabler in workforce development within organisations.
- The project will increase the focus of the VET system on learning in enterprises. This would be achieved by having a membership from both ERTOF staff members and public RTO members (through TDA).
- The project will generate support from the VET sector for enterprise RTOs. This will be achieved by developing understanding within the non enterprise CoP members of the drivers that keep the ERTOF members involved with the NTF and how external RTOs can position themselves to work better with large enterprises.

4. Domain of knowledge

This project has the potential to impact the RTO community substantially by engineering a bridge between enterprise RTOs and public RTOs. The project also has the potential to influence the use of the NTF in a wider community of large enterprises. The extension of the use of the NTF and AQTF into mainstream HR and HRD functions within enterprises is an exciting next phase in the embedding of these processes into workforce capability development rather than training or learning functions.

5. Facilitating your community of practice

This will be a challenge as the participants have not worked together in the past. They also come from a diverse range of work experiences and will span private enterprise RTOs with a total focus on workplace learning, and public RTOs with a focus on non workplace learning.

The project will run with a number of face to face facilitated sessions in Sydney or other suitable venues. At this stage 3 sessions are planned (four may be needed) with the first to allow the participants to discuss the potential of the CoP. Information provided by RFtF on the role and operation of CoP will be distributed prior to the meeting. At the end of the first meeting there will be an expectation that members recognise the potential the CoP's domain of knowledge can make to their work practices.

One focus of this project is to look at uses of the NTF and AQTF to underpin mainstream HR and HRD activities. Members, although probably not explicitly known at the beginning of the process, will bring a wide knowledge of this application to share. The first meeting will 'tell stories' that will both introduce members to each other and move their individual experiences and knowledge into the wider framework of a domain of knowledge.

The focus and direction of later meetings will flow from the participants needs and the needs of the CoP described in meeting 1.

6. Structuring your community

The first meeting will establish the shared domain of knowledge. It will come as a surprise to participants just how much they have in common. An initial discussion on language and terminology will be essential to establish a common understanding.

The community will be developed with activities to share experiences in a social context as much as in a work context. A 'safe' environment will be created to ensure respect for the diverse views represented in the CoP.

The practice will develop with the CoP. There are opportunities for sharing processes and products and one explicit outcome identified in the application is to develop a best practice model for use of the NTF and AQTF in wide workforce development. As this is documented with fragments of the model assembled from the diverse knowledge brought to the CoP, issues can surface and be discussed. The model has potential to be piloted.

7. Anticipated outcomes

for participating individuals	<ul style="list-style-type: none"> • A wider understanding within ERTOF members and their staff of the potential for the NTF and AQTF to underpin workforce development not just training • TAFE staff will gain a first hand opportunity to work with leading enterprise RTOs, gaining an understanding of their drivers for engagement with the NTF • Mutual trust will be developed between groups of VET practitioners from different backgrounds
for participating organisations	<ul style="list-style-type: none"> • Organisations will be able to 'benchmark' their practices against practices in use in similar businesses • The TAFE organisations will gain insight into the drivers underpinning ERTOF members establishing internal enterprise RTOs rather than outsourcing this activity. • There are opportunities for business arrangements to develop as professional respect is developed.

8. Evaluation

The formative evaluation during the project will be driven by the facilitator and will focus on identifying improvements that can be made to the inputs, processes and outputs. The formative evaluation is about efficiency and will emphasise continual improvement.

The summative evaluation at the end of the project will measure the immediate outcomes in comparison with the initial objectives of the project. The summative evaluation is about effectiveness and will focus on summarising what has been done, what has been learnt, and what is its value. In particular the evaluation will look at the processes of professional development in the participants.

9. Project timeframe

Please list project milestones and key dates

Milestone	Key date
1. ERTOF sign off Preparation of action plan Action plan to ERTOF meeting (June 14) to approve plan Agreement on members of CoP	14 June 2006
2. Planning Submit action plan Preparation of evaluation framework Design of facilitation strategies Development and distribution of pre-reading Design of self-evaluation strategies Scheduling of key events	20 June 2006
3. Preparation and delivery of College session Preparation for facilitated face to face sessions participants Dissemination of pre-reading Delivery of key session/s (Three planned at this stage between July and November) Self-evaluation by participants	30 July 2006
4. Facilitation of networking between CoP participants Facilitation of networking between the members Use of the action learning methodology Use of email and telephone to maintain contact Delivery of key session/s (Three planned at this stage between July and November) Formative evaluation for mid-term report for Reframing the Future – 5 Sept 2006	5 September 2006
5. Preparation and delivery of Area sessions Design of mechanisms for sharing ideas and accessing resources Advice for members regarding ongoing learning Delivery of key session/s (Three planned at this stage between July and November) Preparation of summative, final report for Reframing the Future	27 Nov 2006