

Project ID No. CP 266 / 8 / 1 / 0 7

GOAL 4

SUB-PROGRAM

Effective Networking Communities of Practice

Action plans must be submitted online to www.reframingthefuture.net by COB Tuesday 5 June 2007.

Please select "Submit a Form" on the Home Page Menu and follow the prompts.

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 Details of participants in item 11 will be only be used in accordance with our privacy policy and will not be published on the website.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

Transport & Storage Industry Training Council

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3. Project overview (100 words maximum)

What outcomes do you hope to achieve in your project?

The development of a community of practice between all RTOs who are currently delivering the Maritime Training Package and relevant industry bodies, to address proposed changes to the training package and future issues which may arise.

It is also proposed that new training tools be developed under a separate project funded by the ITC from its Transport & Logistics Industry Training Fund and facilitated by the Maritime CAG. The formulation of these tools will dovetail into the Communities of Practice as it will provide a forum for the planning of the assessment tools.

4. Domain of knowledge

What aspects of the national training system will be addressed by your project? (eg establishing relationships with industry clients; improving workplace assessment or delivery; implementing new Training Packages)

The Community of Practice will focus on:

- Preparing for the implementation of the amended Maritime Training Package which is due for endorsement.
- Planning the appropriate assessment tools to be developed under a separately funded project.
- Developing relationships between RTOs and industry bodies to improve delivery and assessment
- Maintaining relationships into the future to address issues as they arise.

5. Facilitating your community of practice

Please describe how you propose to facilitate your group progressing through the stages of growth of a Community of Practice (see Table 4.1 in the report: *The Potential for Communities of Practice to underpin the National Training Framework*):

- Stakeholders will be identified and contacted regarding their involvement in the project.
- The coordinator will be responsible for establishing regular communication and contact between the members. Two face-to face meetings will be held, the first between stakeholders and the Transport & Logistics ISC. The changes to the training package will be outlined.
- Two telephone hook ups will also take place and further communication will take place through the email system because of the distribution of participants throughout the region.
- A second workshop will be arranged. This will be focussed on acceptance of the training tools and discussion on implementation issues.

6. Structuring your community

Please describe how you propose to support the development of the three components of your community: its domain of knowledge, community and practice (see *Effectively Structuring Communities of Practice in VET*):

Domain of knowledge

The domain of knowledge aims to create a common purpose and value to members, instil a sense of accountability to a body of knowledge and direct the sharing of that knowledge by the following:

- Structure of the revised Transport & Logistics (Maritime) Training Package
- Information on changes to the Transport & Logistics training package to ensure consistent interpretation.
- Priority areas for the implementation of the training
- Timetables and processes for implementing the training package.
- Responsibilities allocated, eg learning and assessment materials.
- Collaborative arrangements between stakeholders in the provision of training

Community

The project will undertake the following community building activities:

- Participation in workshops to help develop a shared vision of the processes and outcomes.
- Use of alternative methods of communication and community building to overcome distance issues. These include teleconferencing and email. All communications will focus on the following:
 - Sharing of ideas, including questioning and listening
 - The fostering of relationships between project participants.
 - Sharing information and ideas about training and assessment processes and materials.
 - Gaining consistency in documentation for AQTF purposes
 - Sharing ideas regarding content and delivery.

Practice

The three elements of effective practice and which will be addressed in the project are:

- The project members will jointly identify the specific outcomes that they consider will most effectively enable them to implement the Maritime Training Package in WA
- Under the auspices of the Facilitator, the members will adapt current key learning materials to meet the requirements of the training package

- Members will be asked to jointly reflect on the two previous elements throughout the life of the project as a means of continually improving the outcomes.
- Members will be encouraged to continue communication with each other over the life of the project to discuss common ideas and issues, and to maintain contact after the project is completed.

7. Anticipated outcomes (see Chapters 6-7 of *The Potential*)

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

for participating individuals	An understanding of how best to apply the amended training package and a sense of belonging to a community of practice to address future issues.
for participating organisations	Effective implementation of the training package to AQTF requirements.

8. Promotion

Please outline how your project's processes and products will be promoted:

within your organisation(s)	internally
to industry and other relevant organisations	Department of Planning and Infrastructure as the key industry stakeholder
to the broader VET sector	Marketing of workbooks to TAFEs and RTOs around Australia

9. Evaluation

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

- Care will be taken to ensure that evaluations reflect the issues being examined, and are reliable. Questions asked will invite opinion and feedback.
- An informal evaluation will be conducted at the completion of the second workshop to gain feedback and confirm that the objectives are being achieved. Necessary adjustments can then be made so that the project stays on track. These will be based on the members' recommendations for improvement. The evaluation will involve the group, so the opinions and conclusions drawn will represent the thoughts of the group. Members will be asked to draw on their feelings as well as their intellect when evaluating.
- The final evaluation against the outcomes of the project will be made at the completion. This will be a formal data collection which will also analyse how well the project went and whether future projects will be planned.

10. Project timeframe

Please list project milestones and key dates

(Please add rows as required)

Milestone	Key date
Initial meeting involving participants and Transport & Logistics ISC	August 2007
Maritime CAG meeting to be used as second meeting to gain maximum numbers involved	November 2007
Two telephone hook ups	July & September 2007
Development of workbook – draft	August 2007
Final draft of workbook	October 2007
Completion of workbook	November 2007