

Project ID No.	CP 30 / 7 / 1 / 07
GOAL	4
	SUB-PROGRAM

Effective Networking Communities of Practice

Please complete and email to framing.future@tafe.sa.edu.au by Tuesday 5 June 2007.

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 Details of participants in item 11 will be only be used in accordance with our privacy policy and will not be published on the website.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

St John Ambulance Victoria

1. Convenor's details

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2. Facilitators' details

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3. Project overview (100 words maximum)

What is the purpose of this project and what do you propose to do?

The outcomes I propose that the Community of Practice will achieve are:

1. Building collaborative relationships between staff members from parts of the organisation who have had little or nothing to do with the AQTF 2007 standards (the domain of knowledge).
2. Extend the knowledge of AQTF 2007 standards in each participant leading to possible changes or adjustments in their departmental or individual work practices.
3. Enable participants to positively influence their colleagues who are not members of the community in order to permeate understanding of the AQTF 2007 standards throughout the organisation.
4. Allow marginalised staff members to be directly involved in a project that is of major significance to the entire organisation.
5. Develop a 'whole organisation' approach to AQTF 2007.
6. Describe AQTF 2007 from different perspectives within the organisation.
7. Develop a tool, or set of tools, that will assist the organisation in embracing the AQTF 2007 as whole organisation.
8. Obtain industry input into the rhetoric of AQTF 2007.

9. Establish a network of staff and client based representatives with a common focus of AQTF 2007.
10. Eventually become a permanent focus group that will make recommendations to the CEO.

4. Domain of knowledge

What aspects of the National Training Framework will be addressed by your project?
(e.g. establishing relationships with industry clients; improving workplace assessment or delivery; implementing new Training Packages)

AQTF 2007 implementation into the entire organisation of ST John Ambulance

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*):

A series of 3 or 4 hour, monthly meetings with a lunch included and in between evaluation and chat on our own website network. All of this will be done during regular work time.

Meeting one – MOTIVATE for membership to the community ; potential stage where we 'find' each other and get to know the capabilities of this type of group through networking and fellowship. Bonding and icebreaking. Guest speaker "What is a code of practice?" for about 1 hour of this meeting (this person is also a motivational speaker). All people interested in the Community can come to this meeting to find out what it's all about. Expressions of interest as to who wants to continue on and be involved in the Community.

Between meeting evaluation questions on computer network. Collate expressions of interest and motive them by sending them a goodie bag of things to bring along to the next meeting.

Meeting two – WHO ARE WE? Establishing the core community as a group. Exploring how to get around the enormity of the AQTF – what is it ?Why have it etc. Deciding how to go ahead. Do we need to hire a minute taker? How are we going to proceed from here? (Sill potential stage .) Possibly a guest speaker on the fundamentals of AQTF – to put it into simple terms.

Between meeting evaluation questions on computer network

Meeting three - maintaining and renewing relationships. More about AQTF and how to get the most out of this process. What are we trying to achieve? What have we understood so far?

Between meeting evaluation questions on computer network

Meeting four – following the direction decided by the community

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 – AQTF 2007 – have a specialist come in and chat to us about this topic and assist the group's understanding in order to make it more approachable and less intimidating.

Community – emphasis on fellowship by sharing a meal together socially before or after each meeting; chatting in between meetings via our own computer network; developing relationships between departments; having a goodie bag for those who join the community.

Practice – the community will decide what is going to come out of it, but I envisage a set of tools to help each department or cell of the organisation deal with AQTF matters effectively. Hopefully the group will continue on to be an advisory group to the CEO.

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

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

for participating individuals	<ul style="list-style-type: none"> • Increasing ability to manage change • Increase their knowledge • Improve their professional lives by engaging with people on different levels of the organisation • Develop relationships and networks within the organisation and between various departments • Foster trust between community members • Feeling valued for their participation – leading to happier workers and subsequent increased productivity
for participating organisations	<ul style="list-style-type: none"> • Fostering communication • More unified focus on future issues • Increase knowledge bank • More articulate professionals within the organisation • Increase the trust within staff in general • A happier set of workplace professional that can be drawn on again for future challenges • Dissemination of information • Providing valuable knowledge and expertise to assist with succession planning. • Introduce staff, particularly new ones into the broader organisational context • Enhance response to customer needs and problems • happier workers and subsequent increased productivity

8. Evaluation

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

In between meetings, I intend to encourage chat on a computer network by asking a series of evaluative questions and then opening them up to discussion

Mid term and final reports

9. Project timeframe

Please list project milestones and key dates

(Please add rows as required)

Milestone	Key date
Meeting one – come and see what its all about – guest speak of C of P and motivation	Last week in June – date to be set
Between meeting evaluation	
Meeting two – what is AQTF all about? – guest speaker on AQTF	Mid July
Between meeting evaluation	
Meeting three – where do we go from here and what are we wanting out of this? Possible outcomes and focuses. Do we need to bring in a minute taker? How will we organise ourselves? Goal setting	Mid August
Between meeting evaluation	
Meeting four – follow the direction of the community	Mid September