



Project Reference No.	M3-454 V2
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Communities of Practice

Action plans must be uploaded through 'Submit a Form' on www.reframingthefuture.net by COB Tuesday 27 May 2008.

All sections must be completed.

Please note: sections 1 – 11 of this document will be placed on the Reframing the Future website. Details of participants in item 13 will only be used in accordance with our privacy policy and will not be published on the website.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

ACPET SA

1. Convenor's details

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3. Your project goal (which of the three Reframing the Future goals your project is addressing).

To increase the productivity of the VET workforce and contribute to the productivity of the Australian workforce.

4. Your priority area (which of the seven priority areas your project is addressing).

Priority area	Developing partnerships or new ways of working between RTOs, industry, enterprises and/or communities to develop more responsive approaches to training
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What challenges will you address during your project in focusing on your priority area?

The challenges our Community of Practice will address include:

- finding common ground between members in terms of their experiences in the VET sector, their specific interests and issues
- understanding members backgrounds and building our sense of community as the group is national and represents private and public RTOs, VET sector agencies and organisations
- developing an artefact or products that all members will find useful
- building true partnerships amongst community members to develop a responsive VET sector and emerging VET leaders

5. Domain of knowledge

What aspects of your priority area will inform your communities domain of knowledge?

- Common interests (facilitation to identify this is critical)
- Areas of concern, passion
- Understanding of VET environment
- Range of organisations represented
- Core group influence
- Special interest group formation and leadership of those groups
- Access to thought leaders/guest speakers
- Willingness to share ideas and information
- Strength of relationships amongst community members
- VET workforce development issues facing all RTOs and VET organisations

6. 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*):

The Community of Practice have and will be facilitated in the following ways to progress through the stages of growth:

Potential – called for expressions of interest of Younger VET leaders through various VET enews and networks including ACPET, TDA, DEEWR Fast Facts, personal relationships; developed online forum for members to connect with each other posing questions about our domain of knowledge and areas of interest; submitted an application with a preliminary design for the community.

Coalescing – developed a draft paper with background on why a Younger VET Leaders forum should be established; held a face to face meeting in Adelaide on 2.4.08 with a small core group hosted by ACPET SA; identified members who could organise various face to face and community activities in each state/territory with a group of 3 people for each forum undertaking the organisation; held a second larger forum in Melbourne on 30.5.08 hosted by Swinburne TAFE with guest speakers including Berwyn Clayton from VU and Brad Beach from Gipps TAFE; invited Andrew Williamson from VISTA to join the forum and share information on the VISTA network; identified a number of conferences that members are attending independent of the community's activities (NCVER, ACPET, Reframing the Future) where they can further develop relationships; documentation of the community's activities and forums are on our online forum and are sent via email to members; asked members for suggestions on workbased activities and guest speakers to build our knowledge and understanding about leadership in the VET sector; individual phone calls and emails are regular between members; planned a forum in Sydney hosted by YWCA on 24.7.08; agreed to develop a profile of an emerging VET leader and undertake an analysis of strengths and areas for development of all members; forums are planned for Brisbane and Melbourne later in the year.

Maturing – the analysis of knowledge against the emerging VET leaders profile will assist the community in developing a learning agenda; the community's role in the broader VET sector will be defined with a positioning statement and via promotion/dissemination through members organisations; who can become a member will be better defined with a core group already emerging from the 30-40 people who have expressed an interest; thought leaders and new model development will enable the community to maintain a cutting edge with the online forum as our knowledge sharing repository.

7. 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*):

In terms of the components of the community of practice we have been working on refining our domain of knowledge from succession planning for the VET workforce with a specific focus on VET practice and understanding the national training system to being a better VET leader, understanding the VET sector including policy and identifying solutions to VET workforce development issues. It is envisaged that 3 interest groups within the Community of Practice will emerge based on these areas.

To build our sense of community we have established an online forum with details of members backgrounds, photos etc; we have told our career stories; we have built in social aspects to our forums including lunch, end of day and dinner activities; we will connect with members at various VET conferences; we will structure some of the social aspects to get to know one another in a format similar to speed dating; we will meet one-on-one with members when travelling around Australia; we will work to identify similarities and differences in our work; and we will hold our forums at various members workplaces.

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

a) What new capabilities do you anticipate the participants will develop during the project?

- New relationships and networks across the VET sector
- An understanding of different types of VET organisations and emerging leaders experiences
- Knowledge of the national VET policy environment
- Ability to build a skills profile and undertake self and peer analysis against the emerging VET leaders profile
- Applied understanding of Community of Practice theory
- Facilitation skills as this role will be shared

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

for participating organisations	<ul style="list-style-type: none"> • Collaborative projects with organisations/emerging leaders that have never worked before in the past • A VET sector succession planning model
For the VET system	<ul style="list-style-type: none"> • A proactive group of emerging VET leaders willing to put forward ideas, suggestions and solutions in relation to policy and VET workforce development issues

9. Evaluation process

Please provide an outline of the methods you will use to:

- a) evaluate the participants' learning

We will use reflective questioning as part of our workbased learning activities, particular to help refine the domain of knowledge and answer why we have established this forum. Formal and informal feedback will be asked of members via group discussion, email, one-on-one phone calls, feedback sheets and by gauging the level of engagement and interest.

- b) evaluate your project's efficiency and effectiveness.

The core group of members will meet in between our face to face forums either over the phone or Adobe Connect to discuss our project's progress, improvements and opportunities. This will be an iterative process with changes made to our plans and activities as we get deeper into the community development stages. We will use the action plan, mid-term report and final reports as a reflection and progress measurement opportunity with contribution from our members to those plans as much as possible. External feedback from the wider VET sector, our organisation's management and guest speakers/thought leaders will be important to gain validation that we are on the right track and have a valuable contribution to make to the sector. The interest in our artefacts, models and ideas will also provide us with evidence of our project's effectiveness.

10. Promotion

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

within your organisation(s)	With internal networks, regular emails, links to our online forum, discussion with leaders/executive.
to industry and other relevant organisations	Via VET enews such as ACPET, TDA, Fast Facts, through VISTA and other networks, personal referrals.
to the broader VET sector	Through articles, papers, conference presentations and publishing our artefacts and models.

11. Project timeframe

Please list project milestones and key dates

(Please add rows as required)

Milestone	Key date
Application submitted	3.08
Adelaide forum	2.4.08
Online forum established	2.4.08
Melbourne forum	30.5.08
Action plan submitted	10.6.08
NCVER conference – small group of members attending at own costs	Mid July 2008
Sydney forum	24.7.08
Midterm report	
ACPET conference - small group of members attending at own costs	End August 2008
Brisbane forum	TBC
Melbourne final forum	19.11.08
Final report	
Invoice and acquittal	