



<b>Project Reference No.</b>	<b>M5 - 093</b>
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## Knowledge Management

Action plans must be uploaded through 'Submit a Form' on [www.reframingthefuture.net](http://www.reframingthefuture.net) by COB Tuesday 27 May 2008.

All sections must be completed.

Please note: sections 1 – 10 of this document will be placed on the Reframing the Future website. Details of participants in item 12 will only be used in accordance with our privacy policy and will not be published on the website.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

Aboriginal Centre for the Performing Arts
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#### 1. Convenor's details

Name: Denise Andrews		
Position: A/ Chief Executive Officer		
Organisation: Aboriginal Centre for the Performing Arts		
Address: 1 / 27 Cordelia St.		
City/Suburb: South Brisbane	Postcode: 4101	
Ph: 07 3846 7211	Fax: 07 3846 7311	Mobile:
Email: <a href="mailto:ceo@acpa.net.au">ceo@acpa.net.au</a>		

#### 2. Facilitator's details

Name: Sam Nicolosi		
Address: 42 Finsbury Street Newmarket		
City/Suburb: Newmarket	Postcode: 4051	
Ph: 07 3356 0650	Fax: 07 3356 0475	Mobile: 0408 097 670
Email: Sam @ CISC.com.au		

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

To be innovative in responding to the needs of students, and the emerging skills needs and workforce development requirements of industry and communities.

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

<b>Priority area Diversity</b>	Enhancing practitioners capabilities to work with an increased diverse client base in particular with aboriginal, disability and other equity groups
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#### What challenges will you address during your project in focusing on your priority area?

This project covers new ground; the availability of key personnel, critical time management and development of staff knowledge in regards to the project, and where to assign the information within the organisation as well as the development of innovative ways to engage with key industry and community networks will be key challenges to this project.

**5. Project methodology**

**Please describe how you will facilitate the use of knowledge management methodology**

Knowledge will be facilitated through ACPA’s four stage model of ‘Discovery, Dream, Design and Destiny’ integrated with the Four Modes of Knowledge Conversion as outlined by Nonaka and Tekeuchi (1995). The new Upfront Coordinator will be able to explore opportunities for community and industry engagement to support the knowledge transfer in various forms, to assist in responding to the needs of students, and the emerging skills needs and workforce development requirements of industry and communities.

**6. Anticipated outcomes**

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

ACPA’s educational development and training staff share knowledge and skills between industry and community through ACPA as the educational delivery organisation, to inform industry engagement with students in their transition to Alumni.

Greater understanding of the industry the project relates to; heightened sense of achievement for staff in regards to multitasking skills, and increased teamwork capabilities; processes and exploratory tools to assist RTO’s in engaging with indigenous cultural matters.

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

for participating work teams and organisations	To explore the strengthening of external partnerships and networks both with community and Industry; enhanced capabilities of teamwork; developing cultural matters and protocols in way that recognises why such permissions are needed, to inform ACPA’s key business as an RTO.
for the VET system	VET system is enhanced through diversity due to the development of dedicated actions to investigate and modify the delivery and assessment activities of ACPA to better reflect this expanded role of the organisation.

**7. Evaluation process**

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

- a) evaluate the participants’ learning
- b) Evaluate your project’s efficiency and effectiveness.

Qualitative and quantitative evaluations will be conducted with consideration of:

- Relevance of the project to the stated goals and priorities of the Commonwealth Government as identified under Reframing the Future program guidelines;
- Relevance of the project to the stated methodology (Evaluated externally through Griffith University in regards to knowledge management theories);
- Relevance of project to AQTF2007 requirements (undertaken by DETA/CISC);
- Number, relevance and degree of engagement with project participants;
- Acceptance of the findings and the potential applicability of research findings to other VET organisations by the ACPA Board;
- Meeting financial and organisational requirements (eg: timelines, acquittals); and
- Development of a body of documentary work for Reframing conference presentation.

**8. Promotion**

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

within your organisation(s)	Staff meetings and email updates
to industry or other relevant organisations	Email updates and open communication with industry and community networks
to the broader VET sector	Ongoing reporting

**10. Project timeframe**

Please list task/actions and key dates

(Please add rows as required)

<b>Task/action</b>	<b>Key date</b>
Contract signed and ACPA staff roles and	15 June 2008
Appointment of UpFront Coordinators Role	18 June 2008
Development of work practices to facilitate the project outcomes	11 July 2008
Project mid-term report	19 <sup>th</sup> Aug 2008
Goal 3 –engage Vet practitioners for regional forums (if applicable)	Mid Aug 2008
Mid-term workshops for specific funded projects (if applicable)	Mid-Sep 2008
National forum Melbourne	Mid-Nov 2008
Final project report due	25 <sup>th</sup> Nov 2008
All aspects of project completed	30 <sup>th</sup> Jan 2009