**TAE40122 Working in VET Cluster - Project 2 Overview**

All RTOs have a responsibility to ensure that they employ suitably qualified and experienced trainers and assessors. This includes:

* Current trainer and assessor qualifications
* Vocational competency
* Current industry skills
* Current knowledge in competency-based training and assessment.

In **Task 1**- you will complete the research to help you complete your **Trainer and Assessor Profile**and **Professional Development Plan.**

 Read the questions – do the research – and make notes against the brain storming items– you will use this information when you create your **Trainer and Assessor Profile**and **Professional Development Plan.**

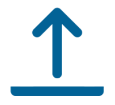
 You will need to access <https://training.gov.au/>

Refer to the qualification, units and the companion volume of the training package to find out more about assessor requirements, licencing requirements and industry requirements.

 In **Task 2 -**you are now ready to complete the **Trainer and Assessor Profile**and **Professional Development Plan.**

Download the templates from BrainstormRTO or you can use a profile from your current school or RTO.

 Use the information from **task 1**to help you complete all details on the profile and the plan.

Once completed - you are ready to upload your **Trainer and Assessor Profile**and **Professional Development Plan.**

**Further reading and resources:**

To see an example of a Trainer and Assessor Profile and a Professional Development Plan - go to **BrainstormRTO**and visit the **Training Manager's office**, look at the staff records and you will find the documentation for **Belinda Smith.**

 The ASQA factsheets may also help you understand the requirements of trainers and assessors.

<https://www.asqa.gov.au/sites/default/files/FACT_SHEET_Meeting_trainer_and_assessor_requirements.pdf>

<https://www.asqa.gov.au/rto/focus-compliance/series-1-trainers-and-assessors/chapter-3>

<https://www.asqa.gov.au/rto/focus-compliance/series-1-trainers-and-assessors/asqa-spotlight-trainers-and-assessors-chapter-5>

This is also a perfect opportunity for you to talk with your RTO manager and discuss the organisational requirements - you can use your RTOs templates in this exercise - ensuring all required fields are covered.

Note: - proposed changes to the Standards for RTOs (2015) will also impact on the requirements of VET practitioners.

<https://www.dewr.gov.au/skills-reform/quality-reforms/early-changes-current-standards-rtos>

Instructions

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This assessment requires you to access our simulated work environment:**BrainStorm RTO.**

**Log into BrainStorm RTO:**<https://brainstormrto.uplearn.com.au/>

**Username**: blueprintcd

**Password**: blptcd001!

**Once logged in, you will need to access the following documents:**

|  |  |
| --- | --- |
| **Documents:** | **Location:** |
| * **Trainer and assessor profile** * **Professional Development Plan** | Small Group Training Room, Forms and Templates, Working in VET |

**Remember - this is about you!**

Firstly, you will complete a brainstorming activity - this will help you gain a better understanding of what's required for the qualification/s you are going to deliver.

You will need to have a clear understanding of what course/s you will be delivering as part of the Vocational Training within an RTO.

You will use <https://training.gov.au/> to explore the requirements of the qualification, to access the Training Package and qualification or the accredited and any companion volumes.

If you are delivering an accredited course, you must have access to the course curriculum document, as this content is not available on training.gov.au.

On completion of the brainstorming activity - you are ready to build your trainer profile.