**Trainer Professional Development Record**

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| **Trainer** | | | |
| **Training Team** | | | |
| **Period of Development** 01/01/2024 to 31/12/2024 | | | |
| **Section A – Internal VET Learning Activities**  **Use this section to record attendance at team briefs and other internal VET workshops or information sessions.** | | | |
| **Session Type (Team Brief/Workshop)** | | | **Date attended** |
| Training team meeting | | |  |
| Training team meeting | | |  |
| Training team meeting | | |  |
| Training team meeting | | |  |
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| **Section B – Field Experience**  **Use this section to record work/field rotation activities. Include all relevant experience including unplanned activities.** | | | |
| **Date(s) of activity** | **Activity Type** | **Relevant unit(s) of competency** | |
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| **Section C – Other Activities**  **Use this section to record all other relevant development activities. These may include:**   * **Attendance at workshops, seminars and conferences** * **Conducting field audits and assessments** * **Coaching and mentoring staff** * **Course development work** * **Participation in assessment validation and moderation** * **Industry-related projects** * **Other relevant training** | | | |
| **Date(s) of activity** | **Activity Type** | **Relevant unit(s) of competency** | |
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