



TEACHER/TRAINER OF THE YEAR

ELIGIBILITY

You must:

- have qualified (as determined by the Australian Qualifications Framework) as a teacher/trainer and be employed (or regularly contracted) by a registered training provider
- have delivered training in Victoria (from **1 January 2018 to 31 December 2018**) which will lead/has led to nationally recognised qualifications or statements of attainment under the Australian Qualifications Framework national training system
- have your nomination endorsed by the registered training provider and evidence of qualification must be submitted with the nomination.

2019 Key Timeline

February	Nominations open
17 May, midnight	Nominations close
May	Eligibility and evaluation commences
June	Judging
July	Successful and unsuccessful nominees notified
July	Finalist interviews
early September	Victorian Training Awards
November	Australian Training Awards

The winner of this category will represent Victoria at the Australian Training Awards in Brisbane in November.

PREPARING YOUR NOMINATION

SECTION A: OVERVIEW

Provide an overview of your areas of expertise, qualifications, courses and/or classes taught, education and work background, a description of the environment in which you operate and any specific challenges which were encountered and may have had to be overcome during the course of teaching or training.

The information may be used as part of your profile summary throughout the Awards process but **will not** be used for judging purposes.

THE OVERVIEW IS LIMITED TO 300 WORDS

SECTION B: SELECTION CRITERIA

Present information in a way that clearly addresses each criterion.

The considerations provided are not additional criteria, but can be used to help you clarify what relevant information to include.

Keep the selection criteria at the forefront of your mind to help you focus on your nomination.

EACH CRITERION IS LIMITED TO 600 WORDS

NOMINATION ASSISTANCE

We aim to make the nomination process as simple and as streamlined as possible. We are just a phone call or email away and can put you in touch with a writer if you need help in drafting your nomination.



65TH ANNIVERSARY **VICTORIAN TRAINING AWARDS**

SUPPORTING EVIDENCE

Supporting evidence must include:

- evidence of qualification
- at least one written reference from your employer/host employer
- a declaration from your employer endorsing your nomination and your time off to participate in Victorian Training Awards activities (available for download from the Victorian Training Awards website: www.education.vic.gov.au/vta)
- a high resolution photo.

Additional supporting evidence, **up to a maximum of five pages** may also be attached in support of your nomination.

Criterion 1: Excellence and initiatives

Consider:

- what involvement you have had in the development of new learning methodologies and training delivery
- an initiative you have implemented which has led to innovation or improvement in your delivery and/or assessment practice
- how you have shared the outcomes of your innovation or improvement with your colleagues
- the impact of these initiatives or improvements on your learners, your colleagues and your industry partners.

Criterion 2: Learner needs and focus

Consider:

- how you support the diverse needs of your learners and ensure they continue to be engaged in their learning journey
- what evidence there is of the effectiveness of the design and delivery methodologies of your training program
- examples where you have initiated a new idea or activity etc. in response to feedback
- what learner, industry and/or community feedback mechanisms you have utilised.

Criterion 3: Commitment to VET teaching and learning

Consider:

- how you maintain and grow your own skills and knowledge
- how others are supported by you to develop skills and knowledge
- examples of your engagement with other VET professionals.

Criterion 4: Links with industry and the community

Consider:

- how active links with industry and the community are implemented in practice
- the major issues confronting the industry/industries your program engages with and how VET practices can help address these issues
- what level of engagement you have with industry and professional bodies
- how you promote VET in industry and the community.

Contact us

W: www.education.vic.gov.au/vta

E: victorian.training.awards@edumail.vic.gov.au

T: 1800 290 657



Education
and Training