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| Higher Education and Skills Group**Participation Branch Memo****Department of Education and Early Childhood Development** |

***NUMBER:*** *2014 / 8 / 18*

**TO:**

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| Learn Local organisations *– ALL*  | Learn Local stakeholders  | ACFE Regional Councils |
| Adult Education Institutions |  | Participation Branch staff |
|  |  |  |

**FROM:** Bronwen Heathfield, Director, Participation Branch

**DATE:** 18 August 2014

**SUBJECT:** *Learn Local staff development opportunities – pre-accredited programs*

**ACTIONS / CRITICAL DATES:**

* 9 October 2014 One day conference *Excellently Local: quality pre-accredited teaching and learning in the community*
* PQF workshops (including moderation) in all ACFE regions

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**One day conference for Learn Local organisations**

A one day conference *Excellently Local: quality pre-accredited teaching and learning in the community* will be held for Learn Local organisations on 9 October 2014 at the William Angliss Institute of TAFE, Melbourne.

The wide ranging conference agenda will provide opportunities for attendees to learn from experts and peers about innovative design and delivery of pre-accredited programs, how to find and engage learners, fresh ideas about adult learning pedagogy, hear from former pre-accredited students, networking opportunities and more. Attendance at the event is fully subsidised by the ACFE Board. Registration and contact details are below.

**Pre-accredited Quality Framework workshops available across Victoria**

Pre-accredited Quality Framework workshops will be delivered in every ACFE region over August 2014 to December 2015. The PQF workshops are an ideal way to supplement the induction of staff who are new to the pre-accredited environment, and the workshops also offer opportunities for managers and teachers to further their understanding of the PQF. The workshops will address all aspects of the [Pre-accredited Quality Framework](http://www.education.vic.gov.au/training/providers/learnlocal/Pages/pqf.aspx) including pre-accredited curriculum, employability skills, and moderation. Workshop dates, locations and registration details for 2014 workshops are below.

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| **Activity** | **Date** | **Venue** | **Contact** |
| One day Conference *Excellently Local: quality pre-accredited teaching and learning in the community* | Thursday, 9 October 2014 | William Angliss Institute of TAFE, 555 La Trobe Street Melbourne | Registration: <http://tinyurl.com/pqfconference> or contact Ms Kathy Jagan on kathy.jagan@cae.edu.au |
| Pre-accredited Quality Framework workshopsOptions for introduction or in-depth practical workshops | Friday, 12 September 2014 | Best Chance Training, 583 Ferntree Gully RdGlen Waverley   | Workshop registrations: <http://e.mybookingmanager.com/E51422413229868> or contact Ms Kathy Jagan at kathy.jagan@cae.edu.au |
| Wednesday, 1 October 2014 | Vines Road Community Centre 37-61 Vines Rd, Hamlyn Heights  |
| Monday, 13 October 2014 | Living and Learning Pakenham, 6B Henry Street Pakenham |
| Friday 14 November 2014 | Wimmera Hub, 39 Urquhart St, Horsham |
| Thursday, 20 November 2014 | Sale Neighbourhood House 21 Leslie St, Sale |
| Monday, 15 December 2014 | Centre for Adult Education (CAE), 253 Flinders Lane Melbourne |