# Department of Education and Training

# Higher Education and Skills Group

# Participation Branch Memo: *2018 / February / 26*

**TO:**

 **Learn Local organisations - *ALL***

 **ACFE Board**

 **ACFE Regional Councils**

 **Adult Education Institutions**

 **Learn Local Stakeholders**

 **Participation Branch Staff**

**FROM:** Nick Orchard, ActingDirector - Participation Branch

**DATE:** 26 / February / 2018

**SUBJECT: Closing of on-line survey on professional development for pre-accredited personnel**

## Actions / Critical Dates:

* *On Friday, 2 March 2018 at 5.00pm the online survey on professional development for pre-accredited personnel will close.*
* *Personnel who have not yet completed the survey are encouraged to do so and input to the professional development strategy that will be assembled based on the survey results and other consultations.*

## Important Notice about Communications

The online survey is part of a comprehensive consultation process to develop a professional development strategy for pre-accredited learning personnel for use by the ACFE Board.

The ACFE Board seeks to improve professional development for the full array of personnel involved in pre-accredited learning programs -managers and coordinators, teachers and tutors and administrators, and members of Learn Local committees of management.

Personnel who have not yet completed the survey are encouraged to do so before the online survey closes this Friday, 2 March 2018 at 5.00pm.

The link to the survey is here – [thinkimpact](https://www.surveymonkey.com/r/RVKHLBV)

The survey will take 15-20 minutes to complete.

If you encounter access problems please contact Think Impact, Amanda Nuttall on 0448 588 023 or email amanda@thinkimpact.com.au.

Thank you for your assistance.