# Department of Education and Training

# Higher Education and Skills Group

# Participation Branch Memo: *2018 / 02 / 13*

**TO: Learn Local organisations - *ALL or RTOs only***

**Adult Education Institutions**

**ACFE Board**

**Learn Local Stakeholders**

**ACFE Regional Councils**

**Participation Branch Staff**

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

**DATE:** 13 February 2018

**SUBJECT: Pre-accredited learning personnel online survey on professional development reminder 2**

## Actions / Critical Dates:

*Pre-accredited learning personnel please do have your say on professional development including managers and coordinators, teachers and tutors, and administrators, both paid and voluntary.*

*Please follow this link to the survey and add your voice to the 272 personnel who have already responded -* [**Consultation Survey**](https://www.surveymonkey.com/r/RVKHLBV)**.** *The survey will take only 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.*

## Professional development for Learn Local pre-accredited programs personnel

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.

Think Impact have been commissioned to develop a professional development strategy for pre-accredited learning personnel for use by the ACFE Board. The online survey is part of Think Impact’s comprehensive consultations process.

**The link to the online survey to** have a say on professional development is

[**Consultation Survey**](https://www.surveymonkey.com/r/RVKHLBV)**.** The survey will take 15-20 minutes to complete.

The online survey opened on 29 January and has been completed by 272 personnel as of 12 February. Many thanks to these people. However there are many more personnel involved in pre-accredited learning programs whom we wish to hear from.

If you have any issues with gaining access or wish to provide additional information about professional development to support quality pre-accredited learning, please contact Amanda from the Think Impact team on 0448 588 023 or email [amanda@thinkimpact.com.au](mailto:amanda@thinkimpact.com.au).

Thank you for your assistance.