

## Currency Checklist Standard 1 (Clauses 1.13 – 1.16)

To facilitate recording currency, you may find the table below useful in recording ongoing currency. The checklist will then assist in completing your Trainer Qualifications Matrix.

Place a tick next to the items below. Where you have ticked options below, you will need to keep evidence of currency.

<b>Teacher's name:</b>	
<b>Section;</b>	
<b>Sub-faculty:</b>	

Example	Industry ✓	VET knowledge and skills ✓	Trainer and Assessor ✓	Details (Insert information about when where and how currency has been maintained)
Work-based Delivery and or Assessment				
Attend/organise sessions where guest speakers from industry for students				
Attend professional development opportunity where guest speaker from industry present				
Attend conference				
Membership of industry association				
Consulting work related to industry skills councils				
Participation in networks or communities of practice				
Mentoring or coaching by staff member with current industry expertise				
Return to industry				
Voluntary work				
Working with apprentices or trainees in the workplace				
Completion of learning plan activities				
Meetings with industry representatives				
Assessment validation				
Meetings with clients				
Industry excursions with students				
Attending trade fairs				
Visiting other educational institutions				
Reading journals/subscriptions				
Private employment				
Qualifications completed				
Professional Development				
Other				

industry engagement, industry workshops, conferences and specific industry training programs, Networks, Scholarly activity

### **How trainers can maintain their vocational, and industry currency**

- holding the relevant AQF level qualification and or have the relevant vocational competencies at least to the level being delivered or assessed (SNR 15.4.b) and demonstrate current industry skills directly relevant to the training/assessment being undertaken (SNR 15.4.c);
- holding the TAE40110 *Certificate IV in Training and Assessment* from the TAE10 Training and Education Training Package (SNR 15.4.a);
- fulfilling industry licensing or regulatory requirements;
- participating in industry placement, Return to Industry;
- concurrent employment in industry and the RTO, Right to Private Practice;
- industry and professional association membership;
- attending conferences, professional workshops and industry specific development programs;
- attending professional development activities run by industry skills alliances;
- scholarly practice, researching best and new practice and general research;
- subscribing to professional journals and publications;
- sponsored corporate and NSW Government teaching awards and scholarships;
- networking with industry mentors, employers and other trainers;
- talking to students and employers about practices and job roles in their workplaces;
- industry consultation, industry specialist visits, industry site visits and study tours;
- undertaking specific training courses in new equipment or skill sets;
- mentoring, work shadowing, attending in house training provided by colleagues with new skills and currency in specific areas of expertise.

### **How trainers can maintain their trainer and assessor currency**

All persons conducting assessments against the competency standards must demonstrate current skills and knowledge in training and assessment practice, (SNR 15.4.d), which could be met by a combination of evidence, including:

- holding the necessary training and assessment competencies from the TAE10 Training and Education Training Package - TAE40110/TAE40116 *Certificate IV in Training and Assessment* (SNR 15.4.a) and or upgrading to the higher AQF level qualifications;
- relevant work history;
- attending at professional development activities focusing on best practice in assessment, assessment moderation and validation and/or workplace training;
- e-learning facilitation;
- colleague/peer support and participation in trainer/assessor and/or professional networks;
- participation in networks and communities of practice;
- participation in assessment moderation and validation activities;
- knowledge of current practices in assessment and workplace training;
- recent assessment and workplace training activities;
- knowledge of language, literacy and numeracy issues in the context of training and assessment;
- workplace training records.

### **Tools to assist trainers in demonstrating evidence of currency**

Trainers could show evidence to meet VET Quality Framework requirements with a combination of evidence (original, certified and or verified copies) collated in a personalised professional portfolio.