

SOUTHERN HIGHLANDS SCHOOLS
EXCELLENCE IN VOCATIONAL EDUCATION & TRAINING AWARDS

2016

NOMINATION FOR:

**Excellence in Vocational Education and Training
Employer Supporting School Based VET**

Nominations close 5.00pm Friday 19 August 2016

BROUGHT TO YOU BY WORKPLACE LEARNING SOUTHERN HIGHLANDS & THE SOUTHERN HIGHLANDS CHAMBER OF COMMERCE & INDUSTRY



CREATING OPPORTUNITY FOR **YOUNG PEOPLE**

Southern Highlands Schools Excellence in Vocational Education & Training Awards

Background: Workplace Learning Southern Highlands hosts the Southern Highlands Schools Excellence in Vocational Education & Training Awards each year to recognise and reward outstanding achievement by VET Students as well as the major contribution made by employers to ensure the success of VET students.

This award is for **Employers Supporting School Based VET** and recognises the outstanding training provided by industry to students completing VET Industry Curriculum framework courses or school based apprenticeships and traineeships over at least the past 18 months.

Why Nominate A Host Employer?

The Excellence in Vocational Education & Training Awards is a fantastic opportunity to celebrate the achievements accomplished over the past year, together with local businesses, schools, students and representatives from the community.

Nominating a host employer shows your appreciation and recognition for their commitment and outstanding work in 2016. It can also open many doors for your school, including finding opportunities to network, raising your profile in your community and showcasing your commitment to Vocational Education and Training.

Completing and Submitting the Nomination

Complete the nomination form. A copy of this nomination form in PDF format will be emailed to Coordinators and can be downloaded, filled in and submitted along with a maximum of one A4 page addressing the selection criteria plus any attachments that support the nomination. If you would like to submit more than one (1) nomination, please photocopy the original.

Submit your nomination. Collate this nomination and any attachments. Applications can be posted, emailed or hand delivered. Please ensure you copy this nomination prior to sending as originals will not be returned.

Confirmation. Eligible nominated employers will be advised directly along with their invitation to attend the 2016 Vocational Education & Training Awards ceremony.

Selection Process

Nominated employers are not required to attend an interview, however the nomination will be reviewed by a selection panel which will include local school and industry representatives. Nominees assessed as meeting the selection criteria will be invited to the awards ceremony to receive a "Certificate of Excellence in Vocational Education and Training".

Conditions of Entry

- The closing date for the Awards is 5.00pm on Friday 19 August 2016
- Workplace Learning reserves the right to use non-confidential details, profiles, training details and/or photographs for any publicity purpose pertaining to Vocational Education and Training including, but not limited to the awards and the promotion of Vocational Education and Training
- Employers can be nominated by a school or TAFE/RTO representative, or work placement service provider
- The nominee must have demonstrated a commitment to student/s undertaking an Industry Curriculum Framework course or a school based apprenticeship or traineeship at a school, TAFE Campus or other RTO in the Workplace Learning Illawarra coordination for at least the past 18 months

Privacy Notice

The information provided by you on the nomination & attachments will be used by Workplace Learning Illawarra, Shoalhaven & Southern Highlands and the judging committee for the purpose of administration, judging and general communication in regards to the Awards. Provision of this information is essential to consider the employers eligibility for an Award. Information will be stored securely. You may access, correct or amend your personal details by contacting Workplace Learning Illawarra, Shoalhaven & Southern Highlands, by telephone on 4225 2526, by email to wollongong@iswlp.org.au or by writing to The Manager, PO Box 1818, WOLLONGONG NSW 2500.

Industry Area of Nomination (please tick)

VET Student Workplacement Host Employer

School Based Apprentice/Trainee Employer

Section 1: Employer/Nominee Details

Organisation Name

Industry

Contact Given Name

Surname

Postal Address

Suburb

Postcode

Work Phone

Mobile

Section 2: Nominator Details

Given Name

Surname

Position

Phone

School/TAFE/RTO

Section 3: Endorsement

Signature of Nominator

Date

I have read and understand the Conditions of Entry and endorse its content

Section 4: Selection Criteria and Submission Details

Selection Criteria:

Please attach a separate document (up to one A4 Page) together with copies of any attachments (references, media reports etc) that support the nomination.

It is not anticipated nominations will address all the dot points listed below. Please consider which of the following are most relevant for the employer being nominated.

- Extent of the employer's engagement with VET – for example, the number of work placements or school based apprenticeships/traineeships offered and taken up
- The quality of training for students, for example the quality of induction and on the job training and supervision or through linking their on the job training with the training that is being delivered in school or at TAFE VET
- The integration of student training into the operations of the business to give maximum benefit to the student
- Links to further employment or training e.g. apprenticeships or traineeships offered as a result of workplacement, or part time work following on from the placement
- A commitment to equity in training through:
 - Offering placements and training and supporting students with learning difficulties or disabilities: or
 - Training students who are Aboriginal or Torres Strait Islanders or who come from non-English speaking backgrounds
- Feedback from the employer that the school or TAFE has then integrated into their off the job training delivery
- Feedback from students and success stories; or
- Any other example, action or activity undertaken by the employer that demonstrates their commitment to high quality school based VET programs

Submission Details:

Closing Date: 5.00pm Friday 19 August 2016

Lodgement: Please return this nomination to Workplace Learning Southern Highlands

By email: abbey@iswlp.org.au
By fax: 4226 3614
By mail: PO Box 1818 Wollongong NSW 2500