



Fast-Track Apprenticeships Grant Funding Project Case Study

Name of Registered Training Organisation

TAFE NSW – North Coast Institute

Title of Project

FTA - Engineering – Metal Fabrication Apprenticeship Details

Apprenticeship Details

- The apprentices were employed under the NTIS qualification code MEM30305 and enrolled in Certificate III in Engineering – Fabrication Trade
- It was anticipated that a reduction of 25% of there apprenticeship would be gained (12 months).
- Apprentice numbers – 25
- Industry Partners –
 - Coffs Coast Manufacture
 - Wave Bay Pty Ltd
 - Kara Kar Trailers
 - Grafton Sheet Metal
 - Thermal Electric Elements

Aim of the Project

- Increase of completion rates by reducing time-load and increasing support / monitoring;
- Meeting industry demand by easing training place pressures; and
- Addressing skills gaps by providing a more attractive pathway for apprentices.

Successful Strategies / Models

The strategy was to engage the RTO, employers and apprentices in development of a matrix of the competencies in the training plan. The matrix allowed the expansion of the training plan and recognised areas of RPL (Recognition of Prior Learning), competencies already completed, off the job training, on the job training and work record report. This matrix gave all parties a visual of the requirements within the apprentices training plan and how these requirements will be met.

Along with this matrix a timeline was developed to establish the expected completion date. This strategy allows an overview of the training program for the apprentice and the need of the development for specific training tools to complete the apprenticeship.

A work record book was also developed to enable the gathering of evidence of competency of individual competencies. This book needs verification from all parties

that skills carried out meet the required outcomes.

Key Project Achievement

The establishment of partnerships with employers has been the greatest achievement in this program. The development of the matrix and work record book for apprentices has given tools that clearly give direction to the apprentice, employer and the RTO.

Contact Details for Further Information

Michael Johnston Head Teacher
Engineering Services
CHEC and Grafton Campus
Phone: 02 6659 3291
michael.johnston@tafensw.edu.au

* http://www.australianapprenticeships.gov.au/RTO/Fast_track.asp