

TRAINING PACKAGE : SIB10 Beauty				
No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
1.1	<p>Update all components of the SIB10 Beauty Training Package to reflect the new design model for streamlined training packages. This includes:</p> <ul style="list-style-type: none"> simplifying and streamlining existing content developing companion volumes. <p>The focus of this continuous improvement project will be technical and policy related in nature, however there is also the opportunity to issues identified in the implementation of the training package and by the 2011 SSA Environmental Scan.</p>	<p>The NQC VET Products for the 21st Century Report included a number of recommendations related to the simplification and streamlining of training packages. The new design model provides industry with an avenue to:</p> <ul style="list-style-type: none"> describe workplace performance standards in simpler language, with less repetition and greater consistency throughout the package strengthen the assessment requirements, e.g. performance evidence, mandatory conditions for assessment (e.g. simulated workplace, existing workplace, online, RPL).The Assessment Strategies Guide Companion Volume allows industry to provide even more guidance on implementing the Assessment Requirements. describe in detail knowledge requirements and resources, including information about the discipline, industry and applied knowledge, in the Knowledge Guide Companion Volume. 	All seven qualifications	<p>Project to commence in August 2011 Due for completion in July 2011</p>
TRAINING PACKAGE : SFL10 Floristry				
No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
1.1	<p>Update all components of the SFL10 Floristry Training Package to reflect the new design model for streamlined training packages. This includes:</p> <ul style="list-style-type: none"> simplifying and streamlining existing content developing companion volumes <p>The focus of this continuous improvement project will be technical and policy related in nature, however there is also the opportunity to issues identified in the implementation of the training package and by the 2011</p>	<p>The NQC VET Products for the 21st Century Report included a number of recommendations related to the simplification and streamlining of training packages. The new design model provides industry with an avenue to:</p> <ul style="list-style-type: none"> describe workplace performance standards in simpler language, with less repetition and greater consistency throughout the package strengthen the assessment requirements, e.g. performance evidence, mandatory conditions for assessment (e.g. simulated workplace, existing workplace, online, RPL).The Assessment Strategies Guide Companion Volume allows industry to provide even more guidance on 	All four qualifications	<p>Project to commence in February 2012 Due for completion in October 2012</p>

	SSA Environmental Scan.	implementing the Assessment Requirements. <ul style="list-style-type: none"> describe in detail knowledge requirements and resources, including information about the discipline, industry and applied knowledge, in the Knowledge Guide Companion Volume. 		
TRAINING PACKAGE: SIF08 Funeral Services		BRIEF TITLE OF THE ACTIVITY: Continuous improvement		
No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
2.0	Continuous improvement of Funeral Services Training Package. Key priority areas include: <ul style="list-style-type: none"> Industry research to ensure skills and qualifications reflect work practice and job outcomes: <ul style="list-style-type: none"> Industry research and consultation from April – June 2011 Training package, including Companion Volume to be redeveloped using the Design Model for Streamlined Training Package Material: <ul style="list-style-type: none"> Redevelopment of content from July 2011–Jan 2012 Validation of content from April – June 2012 	Ensure industry's skill and workplace requirements are appropriately reflected in the revised training package Ensure industry continue to take ownership of training package through the streamlining process	Certificate II - Diploma	To commence in April 2011 for submission in October 2012
TRAINING PACKAGE: SIH11 Hairdressing		BRIEF TITLE OF THE ACTIVITY: Continuous Improvement		
No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
1.9	Professional development activities to support the implementation of SIH11 Hairdressing Training Package	Professional development based on training package updates and industry expectation of delivery and assessment		To commence in May 2011
1.0	Continuous improvement of Hairdressing Training Package. Key priority areas include: <ul style="list-style-type: none"> scoping of a technical diploma as identified in later stages of SIH11 development <ul style="list-style-type: none"> Industry research and consultation from May – July 2011 training package to be reformatted into the Design Model for Streamlined Training Package Material: <ul style="list-style-type: none"> Reformatting of content from Oct 2011–March 2012 	Ensure industry's skill and workplace requirements are appropriately reflected in the revised training package Ensure industry continue to take ownership of training package through the streamlining process	Certificate II – vocational Graduate Certificate	To commence May 2011 for submission in November 2012

<p>o Validation/Quality Assurance process of content from May– July 2012</p>				
<p>TRAINING PACKAGE - SIR07 Retail & Wholesale services</p>		<p>Retail and Wholesale Qualifications</p>		
<p>No</p>	<p>SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED</p>	<p>INDUSTRY IMPERATIVES FOR THE WORK</p>	<p>LIKELY QUALIFICATION LEVELS AFFECTED</p>	<p>TIMELINES FOR START OF WORK & SUBMISSION TO NQC</p>
<p>1.1</p>	<p>Commence continuous improvement of SIR11 Retail Services Training Package qualifications:</p> <p>Initial Scoping of the retail industry:</p> <p>The paper was considered and approved for wider consultation by Service Skills Australia (SSA). Feedback to the paper was sought and used to finalise the ‘scoping & strategy’ which in turn was used by the technical developers working on the project to inform the technical writing and review of qualifications and units of competency.</p> <p>SSA and the technical writers have utilised a number of strategies to inform their understanding of the trends within the retail industry and the required skills and knowledge required by contemporary retail and wholesale workers.</p> <p>This intelligence gathering phase has included analysis of existing research and the conduct of new, on-site, primary research. The processes used have included:</p> <p>Extensive in-depth interviews and Workplace Functional Analyses in 7 workplaces to harness information about the work that is undertaken by a range of occupations</p> <p>Analysis of feedback to the</p>	<p>Reviewed to ensure currency with industry standards, skill and workplace requirements, including the expansion of the industry into new areas:</p> <p>Certificate II Retail Fast Food</p> <p>Certificate III Retail Supervision</p> <p>Certificate III in Retail Operations</p> <p>Certificate III Business to Business</p> <p>Vocational Graduate Certificate in Retail Management</p>	<p>Certificate 1 in Retail</p> <p>Certificate II in Retail</p> <p>Certificate II in Retail Fast Food</p> <p>Certificate III in Retail Operations</p> <p>Certificate III in Retail Supervision</p> <p>Certificate III Business to Business</p> <p>Certificate IV in Retail Management</p> <p>Diploma of Retail Management</p> <p>Diploma of Visual Merchandising</p> <p>Vocational Graduate Certificate in Retail Management</p>	<p>June 2010 – April 2011</p>

	<p>'discussion paper' distributed by SSA to inform this Continuous Improvement project</p> <p>Analysis of the 'Retail industry scoping project: retail executive interviews report and recommendations'</p> <p>Analysis of statistics of the take-up and usage of qualifications and units of competency.</p> <p>Wide and expansive consultation through state Industry Advisory Bodies, Industry Associations, Enterprises and established retail networks.</p> <p>Validation and Quality Assurance</p>			
1.2	<p>Develop SIR11 Retail Services User Guide to reflect Training Package changes and improvements</p>	<p>Service Skills' Quality Implementation Framework has been developed with the support and input of industry, and includes:</p> <ul style="list-style-type: none"> • The Right Way Program, which provides industry recognition of quality facilities, trainers and assessors, and learning resources • The User Guide, which sets out industry views and expectations about how training and assessment should occur in the SIR11 Retail Services Training Package 		<p>Preparation and development will be conducted in parallel with the review process and refined as adjustments are made to the package</p> <p>Due to commence in May 2011</p>
1.3	<p>Professional development activities,</p>	<p>Conduct workshops in each state to support the implementation of revised SIR11 Retail Services Training Package</p>		<p>Post endorsement of the Retail Services Training Package</p> <p>May – August 2011</p>
TRAINING PACKAGE - SIR07 Retail Services – Community Pharmacy Qualifications				
No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
1.1	<p>Commence continuous improvement of Community Pharmacy qualifications:</p> <ul style="list-style-type: none"> • Ensure current policy 	<p>Reviewed to ensure currency with industry standards, skill and workplace requirements, including the expansion of the industry into new areas.</p>	All	<p>Due for submission for endorsement to NQC July 2011</p>

	directives relating to sustainability and flexibility are met <ul style="list-style-type: none"> • Content development and refinement • Consultation and validation with key stakeholders – February – May 2011 • Finalise submission for endorsement – June – July 2011 This Continuous Improvement work will result the re-establishment of the Community Pharmacy Training Package (SIP11).	Re-establishment the Community Pharmacy Training Package.		
1.2	Develop Community Pharmacy User Guide to reflect Training Package improvements	An avenue for industry to describe what quality of training in the community pharmacy industry is. This		To commence in May 2011
1.5	Professional development activities, including workshops in each state to support the implementation of revised Retail Services Training Package	Professional development based on industry expectation of delivery and assessment		To occur in September 2011

TRAINING PACKAGE : SIS10 Sport, Fitness and Recreation

No	SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED	INDUSTRY IMPERATIVES FOR THE WORK	LIKELY QUALIFICATION LEVELS AFFECTED	TIMELINES FOR START OF WORK & SUBMISSION TO NQC
1	<p>Implementation Activities to support the recently endorsed SIS10 Sport, Fitness and Recreation Training which was endorsed by the NQC on 21 December 2010.</p> <p>The review process involved over 4 years of substantial work resulting in the combination of the four previous Sport, Fitness and Recreation Industry Training Packages:</p> <ul style="list-style-type: none"> • SRC04 Community Recreation • SRF04 Fitness • SRO03 Outdoor Recreation • SRS03 Sport <p>SIS10 includes 26 qualifications ranging from AQF I to Diploma made up of 4 Community</p>	<ul style="list-style-type: none"> • Due to the significant changes to the suite of qualifications in SIS10, a smooth transition and implementation of SIS10 needs to be enabled • Professional development based on training package updates and industry expectation of delivery and assessment • Industry are concerned about the variable quality of training and the variation of work readiness of graduates • Implementation and professional development activities will feed into further areas to be addressed under continuous improvement 	All	<p>Initial round of implementation workshops will be from April to May 2011.</p> <p>Additional implementation workshops will be held throughout the year on an on needs basis</p>

	<p>Recreation qualifications, 3 Fitness qualifications, 4 Outdoor Recreation qualifications, 9 Sport qualifications and 6 Sport and Recreation qualifications.</p> <p>SIS10 currently contains 536 units of competency, made up of 30 Community Recreation, 152 Sport, 31 Fitness, 286 Outdoor Recreation and 38 Cross-Sector.</p>			
1.1	<p>Improve Structure of the Sport Qualifications</p> <p>The sport qualifications need to be revisited and improvements made to their structure</p> <ul style="list-style-type: none"> • Improvements to be made as a high priority to the officiating units as identified by industry need, in particular the re-insertion of Basketball officiating units • Elective Group structures to enable more areas for specialisation • Improvements to individual units and qualifications. • Review necessity for pre-requisite units • Review in accordance with changes to NCAS and NCOS schemes. 	<ul style="list-style-type: none"> • Industry concerned about the deletion of certain officiating units, particularly where they link to existing VETiS programs. • Development of the sports qualifications within SIS10 was completed by the end of 2008, and need to be further updated to meet industry needs. 	All	February – August 2011
1.2	<p>Flexibility, recognition and convergence of skills across all sectors</p> <ul style="list-style-type: none"> • Articulate further the linkages and flexibility for increased potential in the convergence of skills • Review all cross-sector units to ensure application across all industry sectors. 	<ul style="list-style-type: none"> • Identifying clearer pathways and portability of skills across the industry sectors • Greater simplification of skills recognition across the industry sectors 	All	February to June 2011
1.2	<p>Improve Fitness Qualifications</p> <ul style="list-style-type: none"> • Scope and prioritise improvements to individual units and qualifications. • Develop new skills sets in alignment with registration schemes 		All	

1.3	Improve Structure of Outdoor Recreation Qualifications <ul style="list-style-type: none"> • Pear down pre-requisite units to enhance useability of the qualifications. • Skill Sets - Prioritise changes to existing skills sets 		All	Commence June 2011
1.4	Improve Structure of Community Recreation Qualifications <ul style="list-style-type: none"> • Skill Sets - Prioritise changes to existing skills sets 			
1.7	Scope requirements for “The Design Model” Streamlining of Training Packages Update all components of the SIS10 Sport, Fitness and Recreation Training Package to reflect the new design model for streamlined training packages. This includes: <ul style="list-style-type: none"> • simplifying and streamlining existing content • developing companion volumes. 	VET Imperative - The NQC VET Products for the 21 st Century Report included a number of recommendations related to the simplification and streamlining of training packages. <ul style="list-style-type: none"> • The new design model provides industry with an avenue to: • Describe workplace performance standards in simpler language, with less repetition and greater consistency throughout the package • Strengthen the assessment requirements, e.g. performance evidence, mandatory conditions for assessment (e.g. simulated workplace, existing workplace, online, RPL).The Assessment Strategies Guide Companion Volume allows industry to provide even more guidance on implementing the Assessment Requirements. • Describe in detail knowledge requirements and resources, including information about the discipline, industry and applied knowledge, in the Knowledge Guide Companion Volume. 		Commence September 2011 Finish November 2012 The transition work will commence once these underpinning templates, policies, and processes have been established.
TRAINING PACKAGE - SIT07 Tourism, Hospitality and Events				
<i>No</i>	<i>SCOPE OF WORK, INDUSTRY, SECTOR AND OCCUPATIONS/SKILLS INVOLVED</i>	<i>INDUSTRY IMPERATIVES FOR THE WORK</i>	<i>LIKELY QUALIFICATION LEVELS AFFECTED</i>	<i>TIMELINES FOR START OF WORK & SUBMISSION TO NQC</i>
1.1	Tourism The Tourism, Hospitality and Events Training Package is being	Update the training package to reflect the current and anticipated requirements of	All 15 tourism qualifications and	The majority of the drafting, consultation,

	<p>reviewed over the next 12-18 months. The review of the 3 industries will be staggered, commencing with tourism, followed by hospitality, and events.</p> <p>The Tourism review covers:</p> <ul style="list-style-type: none"> • Tourism • Travel • Guiding • Holiday Parks and Resorts <p>Areas for consideration:</p> <ul style="list-style-type: none"> • Career pathways for tourism and travel • Relationship between qualifications and job outcomes • Packaging rules, including core and elective configuration • Practical placements • Competency standards for leadership, business and innovation; eBusiness and eMarketing; customer service and sales; travel distribution; cruise ships <p>The language used in the training package will also be reviewed to ensure that the training package is succinct but comprehensive.</p>	<p>industry.</p> <p>Ensure the training package is fit for purpose.</p>	<p>related units of competencies.</p> <p>All 68 cross-sector units.</p> <p>Additional units and qualifications may be developed as part of the review.</p>	<p>and validation work activities are scheduled for the first half of 2011.</p> <p>Submission to NQC is scheduled for August 2011.</p>
1.2	<p>Tourism</p> <p>Quality Implementation activities, including:</p> <ul style="list-style-type: none"> • Establishing the Right Way Program for Tourism • Developing implementation support materials, including the Tourism User Guide. <p>Considerations for inclusion include:</p> <ul style="list-style-type: none"> ○ Support materials for practical placement ○ Industry guidelines for minimum learning and assessment hours ○ Guidelines for VET in 	<p>Service Skills' Quality Implementation Framework has been developed with the support and input of industry. It includes:</p> <ul style="list-style-type: none"> • The Right Way Program, which provides industry recognition of quality facilities, trainers and assessors, and learning resources • The User Guide, which sets out industry views and expectations about how training and assessment should occur in the Tourism, Hospitality and Events Training Package 		<p>Preparation for implementation will take place during the training package review.</p> <p>Implementation workshops and the Right Way Program launch will occur once the reviewed training package has been submitted to NQC.</p>

	<p>Schools</p> <ul style="list-style-type: none"> ○ Sample career pathways 			
1.3	<p>Hospitality</p> <p>Flexibility Policy - Business Case for Exception for 8 Hospitality qualifications</p>	<p>NQC mandated that all non-license/trade qualifications incorporate the flexibility policy by 31 December 2010, or for a business case for exception be submitted.</p> <p>A business case was submitted in November 2010, outlining the case for exception for 8 Hospitality qualifications.</p> <p>An amended business case must be submitted to NQC by 31 March 2011.</p>	<p>2x Certificate I in Hospitality, 4x Certificate IV in Hospitality, Diploma of Hospitality, Advanced Diploma of Hospitality</p>	<p>Amended business case to be submitted by 31 March 2011.</p>
1.4	<p>Hospitality</p> <p>The Hospitality review covers:</p> <ul style="list-style-type: none"> ● Asian Cookery ● Catering Operations ● Commercial Cookery ● Patisserie <p>Areas for consideration:</p> <ul style="list-style-type: none"> ● Qualification structure, including overlaps between qualifications and relationships between pre-requisite units ● Skills sets ● Assessment guidelines ● Minimum service periods <p>The language used in the training package will also be reviewed to ensure that the training package is succinct but comprehensive.</p>	<p>Update the training package to reflect the current and anticipated requirements of industry.</p> <p>Ensure the training package is fit for purpose.</p>	<p>All 17 hospitality qualifications and related units of competencies.</p> <p>Additional units and qualifications may be developed as part of the review.</p>	<p>The Hospitality review will commence in June 2011.</p> <p>Scoping, drafting, consultation, and validation activities are scheduled for the second half of 2011.</p> <p>Submission to NQC is scheduled for late 2011- early 2012.</p>
1.5	<p>Hospitality</p> <p>Quality Implementation activities, including:</p> <ul style="list-style-type: none"> ● Establishing the Right Way Program for Hospitality ● Developing implementation support materials, including the Hospitality User Guide 	<p>Service Skills' Quality Implementation Framework has been developed with the support and input of industry. It includes:</p> <ul style="list-style-type: none"> ● The Right Way Program, which provides industry recognition of quality facilities, trainers and assessors, and learning resources ● The User Guide, which sets out industry views and expectations about how training and assessment should occur in the Tourism, Hospitality and Events 		<p>Preparation for implementation will take place during the training package review.</p> <p>Implementation workshops and the Right Way Program launch will occur once the reviewed training package has been</p>

		Training Package		submitted to NQC.
1.6	<p>Events</p> <p>The Events review covers:</p> <ul style="list-style-type: none"> • In-house events • Conferences and exhibitions • Multi-venue events <p>Areas for consideration:</p> <ul style="list-style-type: none"> • Qualification structure, including mapping to AQF levels and overlaps between qualifications • Career pathways • Recognition of prior learning <p>The language used in the training package will also be reviewed to ensure that the training package is succinct but comprehensive.</p>	<p>Update the training package to reflect the current and anticipated requirements of industry.</p> <p>Ensure the training package is fit for purpose.</p>	<p>All 3 Events qualifications and related units of competencies.</p> <p>Some cross-sector units may also be impacted.</p> <p>Additional units and qualifications may be developed as part of the review.</p>	<p>The Events review will commence in late 2011.</p> <p>Scoping, drafting, consultation, and validation activities are scheduled for late 2011-early 2012.</p> <p>Submission to NQC is scheduled during the first half of 2012.</p>
1.7	<p>Events</p> <p>Quality Implementation activities, including:</p> <ul style="list-style-type: none"> • Establishing the Right Way Program for Events • Developing implementation support materials, including the Events User Guide 	<p>Service Skills' Quality Implementation Framework has been developed with the support and input of industry, and includes:</p> <ul style="list-style-type: none"> • The Right Way Program, which provides industry recognition of quality facilities, trainers and assessors, and learning resources • The User Guide, which sets out industry views and expectations about how training and assessment should occur in the Tourism, Hospitality and Events Training Package 		<p>Preparation for implementation will take place during the training package review.</p> <p>Implementation workshops and the Right Way Program launch will occur once the reviewed training package has been submitted to NQC.</p>
1.8	<p>VET Products for the 21st Century</p> <p>Prepare for the transition to the new streamlined training package design model.</p> <p>This includes:</p> <ul style="list-style-type: none"> • Transitioning existing content into the new design model • Developing content for the new design model, e.g. foundation skill; range of condition; four Companion Volumes 	<p>The NQC VET Products for the 21st Century Report included a number of recommendations related to the simplification and streamlining of training packages.</p> <p>The new design model provides industry with an avenue to:</p> <ul style="list-style-type: none"> • Describe workplace performance standards in simpler language, with less repetition and greater consistency throughout the package • Strengthen the assessment requirements, e.g. performance evidence, mandatory conditions for assessment (e.g. simulated workplace, existing workplace, online, 	<p>All qualifications and units of competencies in the Tourism, Hospitality and Events Training Package.</p>	<p>Many aspects of the new streamlined model must be confirmed before the transition can take place. These include:</p> <ul style="list-style-type: none"> • The NQC templates for several sections, including the Companion Volumes, are still being developed. • In addition, the

		<p>RPL).The Assessment Strategies Guide Companion Volume allows industry to provide even more guidance on implementing the Assessment Requirements.</p> <ul style="list-style-type: none"> • Use the Knowledge Guide Companion Volume to provide detailed knowledge requirements and resources, including information about the discipline, industry and applied knowledge. 		<p>proposed design model is being piloted in the first half of 2011. This may impact the final design model template.</p> <ul style="list-style-type: none"> • Underpinning policy and processes need to be developed, e.g. Training Package Developers Handbook (or equivalent); quality assurance framework for the Companion Volumes. <p>The transition work will commence once these underpinning templates, policies, and processes have been established.</p>
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