



TASMANIAN TRAINING AWARDS

Industry Collaboration Award

2019 Selection criteria and
nomination form



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2019 Tasmanian Training Awards summary

The Tasmanian Training Awards are conducted annually by Skills Tasmania, Department of State Growth. The Department is committed to the development of a high quality, efficient system of vocational education and training and workforce development. The commitment represents a major contribution to the development of competitive advantage for Tasmanian industry.

The Awards recognise the achievements of apprentices, trainees and vocational students who strive for the highest standards of knowledge and skills within their industry. They also recognise industry, employers and training organisations dedicated to providing high quality training and improving the skills of the workforce in this State. The Awards offer finalists the chance to gain personal satisfaction and the prestige of being part of an elite group who unequivocally represent the State's best in vocational education and training.

Winners from the Tasmanian Training Awards (in aligned categories) have the opportunity to compete with other states and territories to be named the best in Australia at the 2019 Australian Training Awards which will be held in Brisbane, in November.

2019 Award categories and progression to the Australian Training Awards

Business and Training Provider Awards:

Industry Collaboration Award	Australian Training Award
Small Employer	Australian Training Award
Employer	Australian Training Award
Training Provider	Australian Training Award

Individual Awards:

Apprentice	Australian Training Award
Trainee	Australian Training Award
Aboriginal and Torres Strait Islander Student	Australian Training Award
Vocational Student	Australian Training Award
School-based Apprentice/Trainee	Australian Training Award
VET Teacher / Trainer	Australian Training Award
VET in Schools Student State-	only Award*

Equity Awards:

Equity Award – Apprentice or Trainee	State-only Award*
Equity Award – Vocational Student	State-only Award*
Equity Award – Employer	State-only Award*

*There are no national equivalents to the VET in Schools Student of the Year Award or Equity Awards.

Skills Tasmania reserves the right to not present an award in any category for which it considers the standard of entries did not meet the requirements stated in the conditions of entry and selection criteria.

Industry Collaboration Award

Part I: Eligibility and conditions of entry

The Industry Collaboration Award recognises an exemplary skills development collaboration between at least one employer/industry body and at least one organisation delivering nationally recognised training.

The Industry Collaboration Award is sponsored by Swinburne University of Technology.

Collaboration versus Partnership

A 'collaboration' is where two or more parties work together to achieve shared goals. A 'partnership' is a business structure where two or more parties enter a contractual relationship in which they can legally share profits, risks and losses according to terms set out in their partnership agreement. The key difference between a partnership and a collaboration is that parties who work collaboratively do not necessarily need to be bound contractually.

This award is to recognise outstanding collaborations, not partnerships.

Eligibility

To nominate for the Industry Collaboration Award:

- at least one party must be an industry organisation (e.g. employer, enterprise, group of enterprises, industry association, industry advisory body, trade union or professional association)
- at least one party must be delivering nationally recognised training or directly contributing to the outcomes of nationally recognised training which leads to formal qualifications or Statements of Attainment under the Australian Qualifications Framework.

Please note nominations will not be accepted from organisations operating under contractual 'partnership' agreements.

The winner of this category will be nominated to enter a shortlisting process for the Australian Training Awards. Selection criteria for Tasmanian and national awards programs are aligned.

Conditions of entry

- Applicants must be eligible for entry according to the specific award category criteria. Non-compliance will be sufficient reason for Skills Tasmania to reject the nomination.
- Applicants for business and training provider awards will undergo quality assurance checks with relevant authorities, such as ASQA.
- Applicants must be prepared to attend interviews as required and, if selected as a finalist, attend the presentation dinner in Hobart on Friday, 6 September 2019.
- Applicants must agree to abide by the decisions of Skills Tasmania whose decision shall be final on all matters pertaining to the award. No correspondence or justification for any decision shall be required of Skills Tasmania.
- Applicants acknowledge that by entering the Awards finalists and winners agree that Skills Tasmania may use non-confidential details, profiles and photographs/videos for any promotion and publicity purpose pertaining to vocational education and training and workforce development, including, but not limited to, Tasmanian Training Awards and Australian Training Awards.

Part 2: Application and selection processes

How to complete your application

- Review the eligibility criteria to ensure you meet the eligibility requirements
- Read the conditions of entry and agree to these conditions.
- Complete the application at **Part 4**. Your application needs to include the nomination form, overview and responses to all selection criteria.
- Applications are to be in 12 pt font and must be within the word count applicable for the Overview (limit: 500 words) and each criterion (limit: 800 words). Do not include tables or graphs within each criterion – these must be attached and form part of the permitted 10 pages as outlined below.
- Up to ten (10) single A4 page attachments are permitted.
- Applications can be submitted via email, post or hand delivered. Keep a copy for your reference. Do not bind or laminate your application.
- If you are submitting your application via email please name the document with your name and the award you are applying for. For example; *Smith & Co Industry Collaboration Award*. Once you have completed your nomination form, overview and selection criteria, and collated any supporting documentation, attach all documents in an email to jacqui.maclaine@skills.tas.gov.au
- Should you win the Award your original application will be submitted to the Australian Training Awards for consideration. Make the most of the allowable word limit as you will not have the opportunity to rewrite it.

The overview and selection criteria should be the focus of your application, however any relevant evidence may be provided so long as it does not exceed the word and page limits. No multimedia items or discs will be accepted with applications.

Selection of finalists

- Applications for this award close at 5:00 pm on Friday, 7 June 2019.
- Skills Tasmania reserves the right to reject an application, or rescind shortlisting, in the case of any non-compliance.
- Written applications will be assessed against the selection criteria to determine shortlisted applicants.
- All applicants will be advised in writing as to whether they have been shortlisted.
- Shortlisted applicants will be required to attend an interview.
- The decision of the judging panel is final and no correspondence will be entered into.

Privacy notice

The information provided by you in this application will be used by Skills Tasmania for the purpose of administration, judging and general communication in regard to the Tasmanian Training Awards and Australian Training Awards (should you win your category). Provision of this information is essential to determine your eligibility for consideration for an award. The information will be stored securely.

Key dates:

7 June 2019 (5:00pm)

Applications close (no late applications will be accepted).

11 June – 4 July 2019

Evaluation commences and applications are shortlisted.

July 2019

Finalist interviews

6 September 2019

Finalists attend the Tasmanian Training Awards Presentation Dinner at Wrest Point Hobart.

19-21 November 2019

If your organisation is shortlisted for the Australian Training Awards you will attend an interview, and gala dinner in Brisbane where winners will be announced.

Tasmanian Training Awards gala dinner

The 2019 Tasmanian Training Awards will be announced at a gala dinner on Friday, 6 September in the Tasman Room at Wrest Point Convention Centre in Hobart. Over 500 guests are expected to attend this special evening.

Industry Collaboration Award finalists (the Lead Organisation) will receive one complimentary ticket to attend the dinner. Additional tickets will be available for family and friends to purchase from July until bookings close on 30 August (unless sold out before). It is a requirement that all finalists be present at the dinner.

Australian Training Awards

The Australian Training Awards are the peak, national awards for vocational education and training, recognising innovation and excellence in the training sector. The awards are hosted by the Australian Government and are the culmination of the state and territory awards.

Winners from the Tasmanian Training Awards (in aligned categories) will have the opportunity to compete with other states and territories to be named the best in Australia at the Australian Training Awards. This year's Australian Training Awards will be presented at a dinner in Brisbane on Thursday, 21 November. To find out more, visit: www.australiantrainingawards.gov.au.



Part 3: Submitting your application

Checklist

I have:

	written the overview and addressed all the selection criteria
	completed all sections of the nomination form and attached it to the front of my application
	ensured all parties to this application are aware of this application and endorse its content
	enclosed copies of any testimonials, copies of certificates, etc

Ways to submit your application:

By email: jacqui.maclaine@skills.tas.gov.au

By post: Confidential Award Application
Jacqui Maclaine
Skills Tasmania
GPO Box 536
Hobart TAS 7001

Hand-delivered: Confidential Award Application
Jacqui Maclaine
Skills Tasmania
Department of State Growth
Level 4, 4 Salamanca Place, Hobart
(Opposite St David's Park)

Further information

For further information please visit www.skills.tas.gov.au/trainingawards or contact Jacqui Maclaine on 03 6165 6008 or jacqui.maclaine@skills.tas.gov.au.

The Department of State Growth acknowledges the generous support of the following organisations



Part 4: Nomination form, overview and selection criteria

Nomination form – Industry Collaboration Award

Lead Organisation		
Postal address		
Postcode		
ABN		
Contact person		
Position		
Telephone		
Mobile		
Email address		
Other partners in the collaboration (if more than five please attach list)		
Name of organisation	ABN of organisation	
1.		
2.		
3.		
4.		
5.		

It is a condition of these awards that the nominee agrees to comply with the conditions of entry mentioned in this booklet and agrees to any decision made by Skills Tasmania in relation to this nomination and these awards. In signing this form you give permission for Skills Tasmania to use non-confidential details from this application and relevant photographs and/or film for any publicity purpose pertaining to vocational education and training.

Signature of applicant:

Overview and selection criteria

Please note: The winner of this category will be nominated to enter a shortlisting process for the Australian Training Awards.

Your **original application** will be submitted in the nomination. Therefore, take into account the fact that the panel members will not have in-depth knowledge of your organisation. Please ensure you give enough information for national panel members to make a considered judgement when shortlisting.

Section A: Overview (limit 500 words)

The information may be used as part of your profile summary throughout the Awards process but **will not** be used for judging purposes.

Provide an overview of the collaboration, including:

- the name of the collaboration
- the lead organisation and each of the parties to the collaboration
- the purpose and objectives of the collaboration
- the origin of the collaboration (how the parties came together)
- details of the environment in which the collaboration operates
- how the collaboration functions in practice, including lines of communication among the parties to the collaboration.

Section B: Applicants will be judged against the following criteria

Criterion 1: Outstanding practice of the collaboration

Criterion 2: Achievements of the collaboration for training

Criterion 3: Training impacts of the collaboration

Criterion 4: Sustainability and future of the collaboration

Addressing the criteria

This information will be considered and used for shortlisting and judging purposes.

Please be aware that your response to the criteria will be strengthened by the inclusion of measurable results and appropriate indicators (including customer satisfaction data and other types of external validation).

In your application you must present your information in a way that clearly addresses the criteria. Therefore, please respond to the criteria in order, under the given heading. Remember, should you win the Industry Collaboration Award your original application will be submitted to the Australian Training Awards for consideration. You will not submit a new application or have the opportunity to rewrite it.

The considerations listed under each criterion are provided to clarify what to include when writing against the criteria.

Criterion 1: Outstanding practice of the collaboration (limit 800 words)

Describe the extent to which the collaboration goes above and beyond standard practice in training and skills development. For example you may consider:

- excellence in training
- unique, exemplary or innovative aspects
- e-Learning initiatives
- transformation in the lives of participants
- contribution to the advancement of the industry/community in which it operates.

Criterion 2: Achievements of the collaboration for training (limit 800 words)

Consider:

- training outcomes achieved (including qualifications and skill sets awarded)
- improvements in the quality of learning and assessment
- creation of new or improved career pathways and opportunities
- contribution to social equity, especially increasing the participation of people from groups under-represented in the industry or workplaces generally
- can the outcomes of the collaboration be replicated or modelled for other industries?

Criterion 3: Training impacts of the collaboration

Consider benefits to the:

- employer/industry body and its employees
- organisation delivering nationally recognised training
- individuals involved in the collaboration
- community and/or region
- industry and/or industry sector
- relevant Training Authority and the broader training system
- improvements in the processes/procedures of all collaborating organisations.

Criterion 4: Sustainability and future of the collaboration

Consider:

- the potential for the collaboration to be sustained in the future
- systems of quality improvement that are being utilised by the collaboration
- performance evaluations of the collaboration that are in place and planned
- the collaboration's contribution to environmental sustainability
- capacity for the collaboration to be replicated
- plans for expansion or adoption in other settings.



Skills Tasmania
Department of State Growth

4 Salamanca Place
GPO Box 536
Hobart TAS 7001 Australia

Phone: 03 6165 6008

Email: jacqui.maclaine@skills.tas.gov.au

Web: www.skills.tas.gov.au