



CAPABILITY STATEMENT

Wodonga Institute of TAFE – School of Cookery

The Wodonga Institute of TAFE has been recognised by the Institute for Trade Skills Excellence as one of Australia's premier providers, and has been awarded **One Gold Star** under the Institute's Star Rating Scheme for its School of Cookery.

A summary of the Wodonga Institute of TAFE's strengths against the evaluation criteria are:

Training and assessment which focuses on enterprise and learner needs

Wodonga Institute of TAFE utilises a range of processes to ensure that training and assessment meets the needs of apprentices and their employers. Both day and block release options are available for apprentices in each year of training, thereby providing flexibility. Informal input regarding skill requirements has been received from a number of local chefs and this has been carefully incorporated, balancing out the needs of multiple employers. Many employers have multiple apprentices and Wodonga TAFE endeavours to work with individual businesses so that apprentice attendance is staggered. Electives programs were modified in 2006 based on external feedback and internal analysis. Informal feedback received from students has led to structural changes in course delivery with more time devoted to practical delivery.

Wodonga TAFE is involved with a Victorian Skills Commission initiative to case manage each learner throughout their training. Additionally, the Skills Store was introduced in 2008 to enable students to gain recognition of existing skills to streamline their learning. Industry visits are utilised in the third year of the apprenticeship.

Excellent trainers and assessors, and contemporary equipment

Wodonga Institute of TAFE demonstrates strength in the area of ensuring the skill levels and quality of their trainers. The staffing team comprises one full-time, three part-time and one sessional teacher, with the part time and sessional teacher having recent industry experience. An 'industry advisory board' is used to review the relevance of programs, and internal validation and moderation is scheduled to be introduced in 2008 to ensure a continual review process. Where possible, guest chefs are utilised to broaden the skills and local produce used. Plans are progressing to involve supervising chefs in the assessment process.

Support to enable enterprises and learners get the most out of the apprenticeship/ traineeship

Regular involvement with the Victorian TAFE Hospitality/Cookery network is maintained and an initiative flowing from this was the partnering of Wodonga TAFE with a restaurant in Melbourne in 2007 to provide additional work experience for motivated apprentices and supportive employers. It is planned to continue and expand this initiative in 2008. With the introduction of the Futura resource, Wodonga TAFE aims to provide employers with greater detail regarding apprentice results and ongoing progress. The Apprenticeship Field Officer is used to maintain close contact with schools, Apprenticeship Centres and employers. Wodonga TAFE is also involved in a range of career promotions with cookery included as a career choice.

For more information about Wodonga Institute of TAFE and their School of Cookery **visit their website at** <http://www.wodonga.tafe.edu.au>

The **Institute for Trade Skills Excellence** is an initiative of Australian industry and Government established to promote the trades and recognise those registered training organisations (RTOs) truly focused on industry's needs and achieving excellent results.

How does it work? ... Under the **Star Rating Scheme**, individual faculties or schools within RTOs are evaluated by the Institute using industry experts and industry designed criteria. Those considered excellent are awarded one gold star, two gold stars or three gold stars by the Institute. The Institute issues a **Capability Statement** for each RTO which it publishes to explain the school or faculty's strengths and the level of service an employer can expect to receive.

Quite simply, where RTOs are doing great things, the Institute wants to ensure industry knows about it, and so an employer looking to select an RTO for their apprentice or trainee, can make an informed choice.

Strengths

- Commitment to improvement
- Recognition of the need for flexibility for scheduling training
- Planned involvement of supervising chefs in assessments to be conducted on the job
- Teaching/assessment staff are current industry practitioners

Opportunities for improvement

- More formalised input opportunities for employers/chefs to provide a more structured picture of performance and industry needs
- Greater influence of regional and seasonal produce in training activities
- Engagement with industry on a more regular basis to ensure TAFE training and assessment reflects industry practice. More involvement with industry employers/chefs prior to the third year of the apprenticeship
- Seeking wider range of involvement from industry to the advisory board