

Samoa Professional Standards for TVET Trainers

PSET Annual Conference April 11th – 12th 2019

Purpose of the Professional Standards for Trainers

To improve the capacity of training providers to deliver high level, industry led quality training.

4 Targeted Areas



3 Levels of Trainers

Grade 1 Trainer

- **The Trainer**
- Responsible for developing lesson plans, learning & assessment materials

Grade 2 Trainer

- **The Training Designer**
- Responsible for designing & implementing courses

Grade 3 Trainer

- **The Master Trainer/Mentor**
- Responsible for development and review of training programs

1. Professional Knowledge (i)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Minimum Educational Qualification	<ul style="list-style-type: none"> • Level III Qualification in Adult Education 	<ul style="list-style-type: none"> • Level IV Qualification in Adult Education 	<ul style="list-style-type: none"> • Level V Qualification in Adult Education
Vocational Competence & Experience	<ul style="list-style-type: none"> • At least 2 years recent industry experience in relevant vocational area 	<ul style="list-style-type: none"> • At least 5 years recent industry experience in the relevant vocational area 	<ul style="list-style-type: none"> • At least 10 years recent industry experience in the relevant vocational area
	<ul style="list-style-type: none"> • Relevant qualification at least one year higher than level they are training 	<ul style="list-style-type: none"> • Relevant qualification at least one year higher than level they are training 	<ul style="list-style-type: none"> • Relevant qualification at least one year higher than level they are training

1. Professional Knowledge (ii)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Teaching & Learning	<p>Demonstrate awareness of a range of relevant theories & research about pedagogy and andragogy</p>	<p>Use practical & theoretical knowledge of pedagogy, andragogy to design & adapt range of teaching</p>	<p>Work with colleagues to ensure learning programs and teaching strategies based on current research about pedagogy & andragogy</p>
	<p>Sound knowledge & understanding of content of the vocational area they train</p>	<p>Apply & use knowledge of vocational subject to design courses</p>	<p>Use depth of knowledge to advise colleagues on style of teaching & learning required for diversity of learners</p>

1. Professional Knowledge (iii)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Laws, Policies & Regulations	<p>Understanding of:</p> <ul style="list-style-type: none"> • legal requirements, • education & institutional policies • relevant vocational industry regulations • health & safety 	<p>Work with others to contribute to implementation of workplace policies & practices</p>	<p>Promote collaboration & work with colleagues & industry groups to ensure workplace policies and practices contribute to institute improvement</p>

2. Professional Practice (i)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Planning	Design Lessons	Design Courses	Design Program
Presentation Skills	Good communication skills	Excellent communication skills	Provide support & advice to colleagues to enhance their communication skills
	Use a range of teaching strategies to motivate & gain student interest	Modify teaching strategies in response to students' needs	Model excellent & innovative teaching strategies to assist colleagues
Training Room Management	Engage safety practices in all areas of the training room	Ensure safety practices areas included in all areas of planning & implementing of all courses	Ensure safety practices in all aspects of planning and program design

2. Professional Practice (ii)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Assessment	Apply sound assessment practices to assess student achievements	Apply a range of effective assessment practices	Advise & assist colleagues in conducting effective student assessments using extensive knowledge and understanding of assessment practices
	Write assessment items for lessons	Write assessment items for course	Develop assessment tools and strategies for program
	Participate in moderation activities of assessment tools and strategies	Conduct moderation of the assessment tools & strategies	Organize and facilitate team moderation activities

3. Industry Engagement (i)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Developing effective relationships with industry	Identify & establish communication with relevant industry employers	Establish collaborative relationships with industry and community stakeholders	Ensure the institution & individual trainers are regularly establishing new industry & community connections
Developing effective relationships with industry	2-way exchange of information & ideas between organization & industry employers	Exchange of information & ideas between organization, employers & community to inform development of training programs	Establish systems where organization can collaborate with industry & community partners to contribute to continuous quality training & assessment

3. Industry Engagement (ii)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Skills development and currency of trainers	<ul style="list-style-type: none"> Enhance and update vocational skills by participating in industry currency activities such as industry placement on an annual basis 	<ul style="list-style-type: none"> Enhance & update vocational skills by participating in industry currency activities such as industry placement & industry advisory panels 	<ul style="list-style-type: none"> Participate and assist other trainers to identify and participate in opportunities to enhance skills through appropriate industry currency activities

4. Professional values and attitudes (i)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Commitment to Equity	<ul style="list-style-type: none"> Implement inclusive practices 	<ul style="list-style-type: none"> Design & implement inclusive practices 	<ul style="list-style-type: none"> Model an share with colleagues teaching and learning practices that develop positive & inclusive learning environment
Commitment to Professional Development	<ul style="list-style-type: none"> Demonstrate knowledge of the importance of ongoing professional development/learning 	<ul style="list-style-type: none"> Demonstrate commitment to ongoing learning by participating in professional development /learning opportunities 	<ul style="list-style-type: none"> Provide leadership in professional development/learning in their institution

4. Professional values and attitudes (ii)

Element	Grade 1 Trainer	Grade 2 Training Designer/Developer	Grade 3 Master Trainer & Mentor
Commitment to Innovation	<ul style="list-style-type: none"> Consider & contribute ideas for innovative teaching & learning practices 	<ul style="list-style-type: none"> Develop new and innovative training strategies to improve student outcomes 	<ul style="list-style-type: none"> Lead teams to develop, review and implement new and innovative training strategies to improve student outcomes
Commitment to Team Work	<ul style="list-style-type: none"> Work as a team member, supporting colleagues and sharing resources and ideas 	<ul style="list-style-type: none"> Promote collaboration with colleagues to improve teaching and learning within the organization 	<ul style="list-style-type: none"> Work closely with colleagues and leadership teams to develop, implement and evaluate policies and practices that contribute to organization improvement
Ethical Practice	<ul style="list-style-type: none"> Understand and abides by ethical, legal and professional codes of conduct 	<ul style="list-style-type: none"> Role model workplace conduct that exemplifies ethical, legal and professional practice 	<ul style="list-style-type: none"> Lead initiatives to ensure staff understand and abide by ethical, legal and professional codes of conduct

Professional Development Activities

Funding	Year	Training	Number TVET Trainers upgraded
TVET Support Programme (DFAT)	2015	APTC Certificate IV TAE	46
	2015	Auto CAD I Training (MIT, NZ)	11
		Bachelor TVET (NUS)	12
		Nautical Training on board MV Lady Naomi & Tokelau	4
		MIT Maritime Training	4



Professional Development Activities

Funding	Year	Training	Number TVET Trainers upgraded
PSET Support Fund (MFAT)	2017	Auto CAD II Training	10
	2018	APTC International Skills Training	36
		OCPDCE Certificate in Adult Training	3 completed 26 ongoing
		Master Theology (Online)	1
		NUS Bachelor Education	2
		Maritime Training (MIT)	5
		Maritime Training (NUS)	2
		Bachelor TVET (NUS)	3

Way Forward

- Continue Professional Development activities in
 - Educational area
 - Vocation areas
- Strengthen Industry Engagement for TVET Trainers