The NSW Department of Education and Training (DET) conducts the NSW Training Awards each year to recognise outstanding achievement in the vocational education and training sector. The Awards honour and reward the achievements of students, teachers, training organisations and employers.

The Minister’s Award for a VET in Schools Teacher will be presented to a teacher who has demonstrated excellence and made an outstanding contribution to student learning in the vocational education and training sector.

This is a NSW category only, with no comparable award at the national level. All finalists and their nominators will be invited to attend the Awards Presentation Dinner to be held at The Ballroom, Sydney Convention and Exhibition Centre, Darling Harbour on 8 September 2005, where the Minister for Education and Training will announce the winners.
eligibility
Candidates for the Minister’s Award for a VET in Schools Teacher must:
- be delivering vocational education and training to secondary school-based students
- be nominated by their employing registered training organisation (RTO) (i.e. their DET School Education Region, Catholic Diocese, TAFE Institute, independent school or other RTO)
- hold at least a Certificate IV in Assessment and Workplace Training
- have accredited vocational competencies in the course they are delivering

conditions of entry
- The closing date for entries is Thursday 26 May 2005
- Candidates may only be nominated by their employing RTO
- Candidates may only be nominated for one award
- Candidates may only have one nominator
- Candidates must agree to abide by the decisions of the NSW Department of Education and Training
- DET reserves the right to use photographs and non-confidential information about finalists for promotional purposes

closing date and postal details
Entry forms and required supporting information must reach the following address by 5pm on Thursday 26 May 2005
2005 NSW Training Awards
Department of Education and Training
Level 12, 1 Oxford Street
(Locked Bag 53)
Darlinghurst NSW 2010

selection process
Candidates will be assessed from the information provided in their submissions. Initial selection will be carried out at a regional level, where a panel of judges may conduct interviews. Each region will select one candidate to attend an interview in Sydney, from which finalists will be selected. All finalists will be invited to attend the Presentation Dinner for the announcement of the winner.

requirements for entering the 2005 NSW training awards
DOCUMENTS AND INFORMATION TO BE PROVIDED
The submission should comprise:
1. Minister’s Award for a VETiS Teacher Entry Form (fully completed and signed)
2. Information provided by the nominee no more than ten pages addressing the three assessment criteria set out below
3. Information provided by the nominator no more than two pages, giving brief comments on how the nominee has demonstrated excellence and made an outstanding contribution to student learning, with reference to the assessment criteria set out below
4. Attachments – copies of the nominee’s relevant vocational qualifications, including Certificate IV in Assessment and Workplace Training (no videos, tapes or CDs please)
NB: Do not send originals as the Department is unable to return submissions

COPIES
Nominees should submit:
- one bound submission including any attachments; and
- three unbound, clipped or stapled copies without attachments – photocopies are acceptable

assessment criteria
Candidates will be assessed using the following three assessment criteria. The information should not exceed ten pages. The points under each criterion provide guidance on what the selection panel will expect the submission to cover.
1. Current knowledge of industry and curriculum
   - vocational qualifications and how they were achieved
   - understanding of trends and developments in the relevant industry and how knowledge of current practice has been maintained
   - knowledge of the relationship between curriculum and the national training agenda
2. VET teaching and assessing skills
   - evidence of positive outcomes achieved by students taught
   - development and application of teaching strategies that engage students’ interest
   - skills in recording and managing evidence of the student assessment process
3. Participation in relevant professional and/or industry networks
   - evidence of membership of associations and active involvement in networks, forums, etc
   - contribution to fostering cooperative professional relationships with other teachers

Visit the 2005 NSW Training Awards website at www.det.nsw.edu.au/trainingawards for tips on preparing a submission

Privacy Notice
The information provided by you on this entry form will be used by the Department of Education and Training for the purposes of administration, judging and general communication in regard to the 2005 NSW Training Awards. Provision of this information is essential to determine your eligibility for consideration of an Award. Information will be stored securely. If you do not provide all or any of this information then you may not be eligible for entry in the 2005 NSW Training Awards. You may access, correct or amend your personal details by contacting 2005 NSW Training Awards, NSW Department of Education and Training by telephone on 1800 306 999 (toll free) or (02) 9266 8184, by fax on (02) 9266 8590 or by writing to address Level 12, 1 Oxford Street (Locked Bag 53) DARLINGHURST NSW 2010.
Please attach this form to your submission – see Documents and information to be provided on page 2.

**Nominee’s personal details** (Please print clearly)

Family name

Given names

Please tick  [ ] male  [ ] female

Work address

__________________________________________

Postcode

Telephone no.   

Fax no.   

Mobile no.

Private address

__________________________________________

Postcode

Telephone no.   

Fax no.   

email

Do you speak a language other than English at home? (optional question)  [ ] no  [ ] yes

**Signature of nominee**

**Nominator’s details**

Name

Position

Registered Training Organisation Address

Postcode

Telephone no.

Fax no.

Mobile no.

email

The nominator must ensure that the nominee meets the eligibility criteria and conditions of entry as described in this entry form. Failing to address the criteria may result in the candidate being ineligible.

**Signature of nominator**  

Date