



Australian Leading Institute of Technology

RTO Code: 45156

CRICOS Code: 03981M

No.4.1.3: Industry Engagement Policy and Procedure

Policy Context

This policy relates to:	
Registration Manager	Australian Skills Quality Authority (ASQA)
Conditions of Registration	VET Quality Framework (VQF)
Codes and Standards	ESOS National Code 2018 – Standard: 6.1.5; 11.2.5; Standards for RTOs 2015 – Standard: 1.3(c); 1.6(a); 2.4;
Legislation or other requirements	National Vocational Education and Training Regulator Act 2012

Purpose

This policy has been developed to ensure that in accordance with the Standards for Registered Training Organisations 2015, the ALIT will systematically engage with relevant industry members to inform the design, content, assessment and delivery methodology of its various programs that lead to vocational qualifications.

The purpose of the ALIT's industry engagement is twofold. The first relates to the ongoing continuous improvement of course design and currency of course content and the second, to ensure that the skills and knowledge that a learner gains through the ALIT program are current, relevant and have real workplace application that benefits both the individual that completes their qualification and their employer or potential employer.

Objective

The ALIT training and assessment practices are developed and maintained as relevant to the needs of industry and informed by industry engagement.

Scope

This policy will apply to all staff and other ALIT stakeholders.

Procedures

	Description	Responsibility
1	<p>The ALIT has implemented a range of strategies for industry engagement, including:</p> <ul style="list-style-type: none"> Partnering with local employers, regional/national businesses, relevant industry bodies and/or enterprise ALITs; Embedding personnel within enterprises; Networking in an ongoing way with industry networks, peak bodies and/or employers; Developing networks of relevant employers and industry representatives to participate in assessment validation; and Exchanging knowledge, personnel, and/or resources with employers, networks and industry bodies. 	<p>CEO Assessor/Trainer PEO</p>
2	<p>The ALIT participates actively in industry networks and partnerships to ensure the relevance and quality of their training and assessment services.</p>	<p>CEO Assessor/Trainer PEO</p>
3	<p>The ALIT systematically uses the outcome of these industry engagement activities to ensure the industry relevance of:</p> <ul style="list-style-type: none"> Training and assessment strategies, practices and resources; and The current industry skills of its trainers and assessors. <p>Industry engagement informs the relevant selections of qualification, course, skill set or most relevant electives that best meets the skill and knowledge needs of industry. The mode of study and the training and assessment methods to be used in the ALIT's services delivery also reflects the needs of industry.</p>	<p>CEO Industry feedback/Employer PEO</p>

	<p>Through these industry engagement activities, industry representatives have also had input into the skills and knowledge that the ALIT requires trainers and assessors to hold, and the resources that the ALIT uses for training and assessment.</p>	
4	<p>Each industry engagement event is documented on an Industry Engagement Report/form. These reports/form record, for each industry engagement activity:</p> <ul style="list-style-type: none"> • The relevant industry stakeholders consulted; • Stakeholder feedback received as relevant on various aspects of training and assessment strategies, practices, resources and the current industry skills required of trainers and assessors; and • How stakeholder feedback received has been incorporated into the development and ongoing review of strategies. <p>Industry engagement evidence will be available on relevant drive.</p>	<p>CEO PEO</p>
5	<p>The ALIT's industry engagement is an ongoing activity, undertaken as industry engagement opportunities arise, as well as at strategic points in services delivery. This includes as part of preparation for extension of scope or transition of training products, and also as a part of systematic monitoring of services delivery.</p> <p>Formal industry engagement activity is scheduled to occur at least annually as per the yearly planner.</p> <p>This formal engagement ensures that the ALIT can confirm and maintain industry's ongoing expectations for current industry skills and knowledge of trainers and assessors.</p>	

Version Control:

Document Name	No.4.1.3: Industry Engagement Policy and Procedure V2.0 20062023			
Document Code	V 2.0 20062023			
Approve By	CEO	Date Approved	20.06.2023	
Revision History				
Version	Date of Changes	Change Summary	Author	Review Due
V1.0	October 2022	Original	VET management	June 2023
V2. 0	June 2023	Updated & reviewed	VET management	June 2024
Organisation	Australian Leading Institute of Technology			
Document Controller	Operation and Compliance Officer			