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GUIDELINE ON TEACHING QUALIFICATION REQUIREMENTS FOR VICTORIAN TAFE TEACHERS

Issued by the Qualifications Working Party established under clause 33 of the MECA (Multi-Employer Certified Agreement 2003), April 2005

CONTEXT

The Victorian TAFE Teaching Staff Multi Employer Certified Agreement 2003 (MECA) is a legally binding agreement between all the Victorian TAFE Institutes, as employers of TAFE teachers, and the Australian Education Union, as representative of those employees.

The MECA establishes the qualification requirements which entitle a TAFE teacher to commence employment and to be paid at specified points on the incremental salary scale in the Teacher classification, for progression along that salary scale and for appointment or promotion to the Senior Education classification.

These qualification requirements are found at clause 19.3 and Schedule 5 to the MECA

SCOPE & PURPOSE

This Guideline does not deal with the teaching standard qualification standard entitling a person to enter the TAFE teaching profession and be paid at the start of the incremental salary scale for the Teacher classification. That standard is the Certificate 4 in Assessment and Workplace Training, or equivalent.

This Guideline sets out the teaching qualification standard which entitles a TAFE teacher to progress to the top of the incremental scale for Teachers and to be eligible for appointment to the Senior Educator classification.

MECA specifies this teaching qualification standard as

“... a course of teacher training accredited at Australian Qualification Framework Level 5 which includes supervised teaching practice and studies in teaching methodology, or equivalent.” [Refer clause 19.3.2 and Schedule 5, clause 5]

In particular, this Guideline outlines what constitutes ‘*supervised teaching practice*’ and ‘*studies in teaching methodology*’ for the purpose of meeting the MECA standard.

SUPERVISED TEACHING PRACTICE

To meet the MECA teaching qualification standard, the AQF Level 5 or equivalent qualification should include teaching practice comprised as follows:

Direct Supervision

- 50 hours in which the teaching practice of the teacher candidate is observed and evaluated by a teacher educator of the institution conferring the teaching qualification or by other fully qualified teachers who agree to act as supervisor/s of the teacher candidate.
Where the institution conferring the qualification is not undertaking the direct supervision, such supervision by a suitably qualified and experienced TAFE teacher, must be authorised and accredited by the conferring institution;

Other Professional Practice

In addition to direct supervision, a teacher candidate will be expected to participate in other professional teaching practices as follows:

- 50 hours in which the teacher candidate observes the teaching practice of other teacher practitioners; and
- 50 hours in which the teacher candidate participates in activities such as attendance at meetings of teachers, development of course materials, student interviews, industry liaison and consultation with external authorities and enterprises; and
- 50 hours of other activities which may involve further directly supervised teaching practice or further teaching observations or participation in other professional teaching activities.

The teaching practice of the teacher candidate must involve delivery in at least classroom-based instruction and preferably should involve practice in other modes of delivery, eg, off-campus, workplace or on-line.

The entire supervised teaching practice must be fully documented and evaluated by the institution conferring the qualification. The teacher candidate will be expected to provide evidence of compliance with these requirements for supervised teaching practice, eg, teaching journal, supervisor evaluation of lesson plans and the institution/s where the practice occurred will be expected to certify the teacher candidate's compliance.

STUDIES IN TEACHING METHODOLOGY

To meet the MECA teaching qualification standard, the AQF Level 5 or equivalent qualification must include studies in teaching methodology which include:

- Studies in adult learning theories; and
- Studies in teaching in a Vocational Education & Training environment.

An AQF 5 or equivalent qualification which includes studies in teaching methodology other than studies in adult learning theories and studies in teaching other than in a Vocational Education & Training environment **may** be acceptable having regard to the teaching experience of the qualification holder and the areas in which the holder may be required to teach.

TRANSITIONAL ARRANGEMENTS

Where an existing teacher candidate completes the requirements of a course of teacher training on the formalised understanding of her or his employer that such completion satisfied the requirements for incremental progression but that course does not satisfy the requirements for the AQF 5 qualification outlined above, the teacher will be permitted to increment to Teacher Level 4.2 subject to the Performance Review procedure outlined in clauses 19.4 to 19.7 of the MECA.

IMPLEMENTATION

Where a person holds qualifications which do not satisfy the requirements for supervised teaching practice and studies in teaching methodology outlined above, commencing salary point for the Teacher Class, and eligibility for appointment to the Senior Educator classification will be dependant upon enrolment in a course of teacher training which does satisfy those requirements. Incremental progression will be dependent upon the successful completion of the course and the Performance Review procedure.

Any person's application for recognition of prior learning or recognition of current competence shall be measured against the 'Supervised Teaching Practice' and 'Studies in Teaching Methodology' sections of this guideline.

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