**VET Consultant**

The Association of Independent Schools of NSW (AISNSW) is the peak body for independent schools in NSW and provides a range of services to independent schools across NSW and the ACT. AISNSW is also a Registered Training Organisation (RTO).

We are currently seeking a **full-time consultant** in the area of **Vocational Education and Training**.

We are seeking an applicant who supports the view that effective pathways for young people are strengthened by a joint effort across schooling, vocational education and training, tertiary education, business and industry.

The role is designed to support schools in aspects of this work specifically related to VET.

You will work closely within a small team to:

- Provide advice, support and guidance to schools regarding all aspects of the delivery of VET
- Implement systems and processes necessary to ensure AISNSW RTO and school compliance with ASQA standards and registration requirements
- Design and deliver high-quality professional learning
- Create resources to support schools and teachers
- Represent the AISNSW RTO in a variety of forums.

You will be:

- Highly organised, adaptable and service-oriented
- Administratively focussed with very strong attention to detail
- Collaborative and a great communicator
- Confident and capable
- Energetic and able to deliver on agreed outcomes within agreed timeframes
- Demonstrative of the AISNSW Values of respect, professionalism, collegiality, and integrity.
**Education and Experience**

You will have:

- A strong understanding of the ASQA standards and requirements for RTO’s with the capacity to effectively apply it to the AISNSW RTO context
- Experience and expertise in the delivery of VET courses in schools
- Strong knowledge of VET options for students in New South Wales
- Experience in designing, delivering or co-ordinating professional learning experiences
- Experience in building and strengthening professional relationships in diverse settings, including with business and industry
- Strong understanding of the current directions for VET delivery.

**General conditions of the role**

**Hours of Work:** The role is full-time

**Annual Leave:** Four weeks annual leave is provided

**Professional Learning:** A meeting for all staff is held once per term that is tailored to be informative, practical and collaborative in nature. Other professional learning opportunities that develop and support career development are arranged throughout the year.

**Reporting Line:** All positions are overseen by the Chief Executive and the Chief Operating Officer.

**Application Process**

Candidates are required to provide a:

- Covering letter
- Statement of Suitability for the Role (see the Education and Experiences section above)
- Copy of full curriculum vitae (copies of qualifications and the names of two referees are also requested. Referees will be contacted only after prior consultation with the candidate).
- AISNSW Employment Application Form. [Click here](#)

Applications close **Friday 19 June 2020.**

Please direct any questions and applications to:

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