



# Application Guidelines

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## Introduction

The Board of Group Training Northern Territory (GTNT) established the Group Training Northern Territory Foundation in 2003. One of the goals of the Foundation is to provide funds to improve the operation of the apprenticeships market in the Northern Territory.

One of the key initiatives of the Foundation will support is the Teacher Release Program. This program provides teachers with an opportunity to improve their knowledge of VET through a placement of up to ten days with the GTNT team.

The Department of Employment Education and Training (DEET) supports the Teacher Release Program initiative.

This Application Guide is for the Teacher Release Program.

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## Group Training Northern Territory

Group Training Northern Territory has grown to be the largest employer of apprentices in the Northern Territory. The company has a range of tailored training support arrangements with employers in the private and public sectors. The company also has business arms including Australian Apprenticeships Northern Territory and a Registered Training Organisation.

The company is overseen by a volunteer Board of Directors drawn from community leaders in the business, community and union sectors.

The development of a skilled labour force to meet the demands of a dynamic economy and community is a key goal for Group Training Northern Territory. The company works in partnership with government, business and the community to develop innovative approaches to support young Territorians to meet the challenges of the future.

For more information on Group Training Northern Territory, visit the website at <http://www.gtnt.com.au> or telephone 8941 2112.

## **Teacher Release Program – Application Guidelines**

### **Aims**

The aims of the Teacher Release Program are to:

- provide professional development opportunities to secondary teachers
- develop stronger links between vocational education and training support services and secondary schools
- improve the implementation of apprenticeships in the Northern Territory.

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### **How it will work**

The Teacher Release Program provides up to ten days exposure to the following key work areas at Group Training Northern Territory:

- apprenticeship recruitment and selection
- workplace visits with Group Training Services field officers responsible for full time, school based and Indigenous apprentices across a range of industries and apprenticeship occupations
- Australian Apprenticeships Northern Territory
- training delivery to apprentices through the Training Centre.

The Group Training Northern Territory Foundation will fund the provision of relief teachers while teachers are attending the Teacher Release Program. Travel and accommodation for regional and remote teachers can also be negotiated.

The dates for participation will be negotiated between Group Training Northern Territory, the teacher and the school principal. Teachers are able to undertake placements during the school holidays.

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### **Entry criteria**

To be considered for selection, applicants must:

- be qualified graduate teachers
- have current full-time approval to teach in Northern Territory secondary schools
- be currently involved in one or more of the following:
  - delivery or coordination of vocational education and training in schools
  - delivery or coordination of careers education
  - coordination of year 11 or 12 students.

## **Teacher Release Program – Application Guidelines**

### **Selection criteria**

In preparing your application, please respond to the following questions. Applications should be no longer than four pages.

1. Provide a brief overview of your current role in the school and in particular your involvement in providing careers/vocational advice to students.
2. What do you expect to achieve as a result of participation in the Teacher Release Program?
3. How will the Teacher Release Program enhance your school's capacity to improve the operation of the apprenticeships market in the Northern Territory?
4. How will you share knowledge gained through participation in the program with colleagues?
5. How have you applied professional development activities in the workplace in the past? Give examples.

Attach a letter of support from your school principal. This must include a statement indicating that you will be released to participate in the program if your application is successful.

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### **Report**

At the completion of the program you will be required to produce a report. The report may be written, videotaped or presented in person. The report will be circulated to Group Training Northern Territory Board Members, DEET, your school principal and the school council chair. The report will need to address the following points:

1. How will you implement what you have learnt during the placement in your school?
2. How can transitions between school and work be improved? What are the key roles and issues for Group Training Northern Territory, the Australian Apprenticeships NT office, schools, school councils and DEET?
3. What have you personally gained from this program?
4. What aspects of the Teacher Release Program were particularly useful to you?
5. How could the Teacher Release Program be improved?
6. Additional comments.

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### **Assessment of applications**

Applications will be assessed on the written information provided.

The assessment panel may contact school principals to seek further information.

Applicants must agree to abide by the decisions of the assessment panel which are final and cannot be appealed.

Applications are accepted and assessed on a continuous basis with up to 6 placements offered per annum.

## Teacher Release Program – Application Guidelines

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### How to apply

- complete and sign application form addressing all selection criteria
- attach a letter of support from your school principal
- Send applications to:  
Group Training Northern Territory Foundation  
GPO Box 3245  
DARWIN NT 0801

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### For more information

Telephone Paul McConnell on 8941 2112  
Email [paul.mcconnell@gtnt.com.au](mailto:paul.mcconnell@gtnt.com.au)  
Website [www.gtnt.com.au](http://www.gtnt.com.au)

**Group Training Northern Territory Foundation  
Teacher Release Program – Application Form**

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Title.....

Given name.....

Surname.....

Postal address.....

Telephone (Work)..... (Mobile).....

Email.....

Teaching qualification/s and date completed.....

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Institution.....

Current position.....

Name of school.....

My ranked preferences (from 1 to 4) for dates to attend the Teacher Release Program are:  
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Term 2

Term 4

Term 3

School Holidays

I have read the information on the Group Training Northern Territory Foundation in the Application Guidelines and agree to the conditions of the Teacher Release Placement. I confirm that all information provided is true and accurate.

I give my full consent for photographic material to be used to support or promote the Group Training Northern Territory Foundation Teacher Release Program.

Signature.....

Date.....