



## Application to Deliver Training offered by Rural Industries Skill Training (RiST)

### General Information about RiST

RiST (Rural Industries Skill Training) commenced operation in Hamilton Victoria in 1992. Initially it provided specialist training for Victorian wool producers, but has now developed its training activities to encompass a wide range of topics relevant to the agriculture sector throughout Australia.

RiST is a Registered Training Provider (registered provider No.4198) and has access to up to 60 independent contractors to deliver the training RiST offers. RiST is an AS/NZS ISO 9001:2008 quality assured organisation that complies with the requirements of the VET Quality Framework.

In Victoria, RiST has a funding contract with the Department of Education and Training which provides opportunities for eligible students to gain access to a government funded training place.

### Becoming a RiST Trainer/Trainer Assessor

To ensure the quality of training RiST offers meets the requirements of the Vet Quality Framework, a set of guidelines has been established for potential trainers to complete prior to contractual agreements being reached. RiST uses these guidelines to assess each potential trainer's suitability to deliver accredited training. Please complete the application form attached and return to RiST.

When completing the application form you will also need to provide verified copies of qualifications that relate to your area of expertise (in delivery). For the delivery of competency based training it is a requirement that the applicant has successfully completed Certificate IV in Training and Assessment TAE40110 or TAE40116.

#### **Check List**

- You **MUST** provide a **SIGNED** copy of your CV
- You **MUST** provide verified copies of your qualification(s) relating to your area of delivery
- You **MUST** provide a verified copy of your Certificate IV in Training and Assessment qualification

*Copies of qualifications need to be verified in original handwriting by either a JP, Police Officer or Court registrar/officer.*

RiST will process your application and advise you of your suitability to deliver training in your nominated area of expertise.

## **Focus of RIST Training**

RIST training provides students with the opportunity to increase knowledge and develop strategies to facilitate positive on farm change.

Qualifications that can be undertaken at RIST are;

- Certificate II in Agriculture
- Certificate II in Shearing
- Certificate II in Wool Handling
- Certificate III in Agriculture
- Certificate III in Wool Clip Preparation
- Certificate III in Shearing
- Certificate IV in Agriculture
- Certificate IV in Wool Classing
- Diploma of Agriculture

RIST also offers a range of short courses specialising in the following areas:

- Wool and Sheep
- Meat Production
- Livestock
- Pasture and Feed
- Equipment Operation
- Cropping
- Agriculture
- Dogs
- Chemical Use
- Practical Skill Development
- Livestock Management
- Animal Health

## **Where RIST is located?**

RIST owns a building complex at 915 Mt Napier Road, Hamilton and is surrounded by an operational research farm.

The facility has a large lecture theatre, four small tutorial rooms, a computer room, a large pavilion with a kitchen and a laboratory which are all used extensively during the delivery of the training offered by RIST. RIST is also able to access the sheep & cattle yards and the shearing shed on site for use during practical animal handling activities undertaken as part of the training.

RIST also conducts non accredited training on farm in different locations throughout rural Australia.

## **Diploma of Agriculture Program / Traineeships**

RIST offers the opportunities to obtain formal qualifications in agriculture from a Certificate II level (which includes Traineeships) through to our Diploma of Agriculture. Training is held in different locations across Victoria (mainly on farm) and from our Hamilton base.

Training offered by RIST is administered by a team of professionals dedicated to providing quality training to the rural sector.

## **Nationally Recognised Training**

As a Nationally Recognised Training provider RIST operates under the compliance guide requirements of the Australian Quality Training Framework. Training offered by RIST is principally drawn from the Agricultural Horticulture Conservation and Land Management Training Package.

## **A unique feature of RIST Training**

RIST contracts industry experts to present training at a location to suit the student. This helps to ensure the quality of RIST's training remains very high and the information provided is current. RIST also has a strong focus on ensuring the training offered results in increased employability skills and the adoption of more efficient work practices in agriculture.

## **RIST Policies**

RIST policies and direction are set by RIST's Board of Directors. This Board has strong farming, finance and business representation and is empathetic to the needs of the rural community. RIST has developed a range of policies, which ensures that its training continues to be of the highest order, the environment in which the training is provided is safe and pleasant and all students are treated in a respectful, professional and non-discriminatory manner.

RIST does not engage, employ, contract or otherwise deal with parties who have been responsible persons in any organization where the Victorian Department of Education has terminated a government subsidised training program.



## Application to Deliver Training offered by RiST (Rural Industries Skill Training)

**Once you have completed this application, please sign, date and attach all checklist items and return to the address below;**

The RiST Centre  
Private Bag 105  
HAMILTON VIC 3300

If you wish to discuss this application please contact RiST on (03) 55730943

<i>Personal Details</i>			
<b>Name in full</b>			
<b>Address</b>			<b>Postcode</b>
<b>Date of birth</b>		<b>Female</b> <input type="checkbox"/> <b>Male</b> <input type="checkbox"/>	
<b>Contact Details</b>	<b>Telephone (Bus.)</b> ..... <b>Telephone (Mob.)</b> ..... <b>Fax:</b> ..... <b>Email:</b> .....		

<i>Do you currently hold the following qualification?</i>		
Certificate IV in Training and Assessment (TAE40110 or TAE40116)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<i>Education / Qualifications</i>

<b>Delivery</b>
<p>Please list courses you would be interested in delivering;</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

<b>Industry Experience</b> ( <i>Brief overview</i> )
<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

<b>Training &amp; Technical Experience</b>
<p>Experience facilitating/training groups: (provide examples of type of training course and group name if applicable)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Other relevant information:</p> <p>.....</p> <p>.....</p>

<b>Employment Details</b>			
	<b>Employer</b>	<b>Position</b>	<b>Period of service</b>
<b>Current full-time employment</b>			
<b>Current part-time employment</b>			
<b>Previous employment</b>			

<b>Current Memberships of Professional Associations</b>

<b>Professional Development Undertaken in the last two Years</b>		
<b>Organisation</b>	<b>Activity</b>	<b>Date Undertaken</b>

**Please list 3 Referees**

Name: .....

Occupation: .....

Address: .....

Contact numbers: .....

Name: .....

Occupation: .....

Address: .....

Contact numbers: .....

Name: .....

Occupation: .....

Address: .....

Contact numbers: .....

**Applicant's Signature:** ..... **Date:** .....