

Capturing Best Practice Programs for Women

Case Studies from TAFE NSW Institutes 2008



Compiled by the Social Inclusion
and Vocational Access Skills Unit 2009

Executive Summary

These case studies showcase programs and initiatives that have greatly benefited women enrolled with TAFE NSW Institutes. They highlight the range of approaches that have been developed to support women with particular needs or experiencing specific challenges or circumstances.

The case studies include programs for Aboriginal women, women from culturally diverse backgrounds, women of many different ages and women from rural, regional, remote and metropolitan areas. They also highlight the variety of demand that exists amongst women in TAFE NSW – both in traditional and non-traditional areas.

One of the key factors underpinning the success of these case studies is the capacity of TAFE staff to engage with their local communities. This applies whether the liaison occurred with individual employers, networks of local businesses, community associations, government agencies or other local networks.

Another factor that underpins the success of these case studies is the ability to customise programs in response to the needs of specific individuals. In this respect it is pleasing to see the emphasis being placed on developing information technology skills for girls and young women in remote areas and the development of website skills amongst women in small businesses.

Similarly, the commitment shown by TAFE staff to social inclusion is evident amongst programs focusing on both vocational and employment pathways. The Bush Babies Program, for example, focused on the needs of Aboriginal students. It led to a Certificate III in Children's Services for successful graduates and provided this group with significant potential for employment given that there are few qualified Aboriginal workers in that industry.

Institute contact details are provided in Appendix A so that the expertise demonstrated and the experience gained from these programs can be shared.

I trust that you find this edition of Capturing Best Practice Programs for Women to be both inspiring and informative.

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Programs for Women Students

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Case study contact details

Acknowledgement: Front cover photo taken by Angela Ljubic, Institute Multicultural Education Coordinator, at the Diversity Day Celebration on 11 June 2008, TAFE NSW – Illawarra Institute, Wollongong Campus. Used with permission.

The Bush Babies program was customised specifically for Aboriginal mothers to increase the numbers of Aboriginal workers in the childcare industry. Certificate III in Children's Services was delivered to Indigenous women from the Orange area in Western Institute.

Aim

The program aimed to meet the needs of parents from an established Aboriginal playgroup who wanted to increase their knowledge to enhance their children's education.

Description

Bush Babies for Aboriginal Women was designed and provided exclusively for Aboriginal women to ensure comfort and ease of attendance. Teachers had training in Aboriginal cultural awareness and experience in working with Aboriginal students.

Delivery of the Certificate III in Children's Services was tailored to the women's family and community responsibilities. A literacy teacher within the class provided support and assistance to the women to allow them to focus on the content of the subjects rather than their literacy limitations.

Childcare is a growing industry and qualified Aboriginal workers are highly sought after. Two babies were born during the year and attended classes with their mothers. Childcare funded by Families NSW was provided for a further seven of the children to facilitate their mothers' attending the TAFE program.

Each student is a mother with many years experience in caring for and nurturing their own children. This experience provided a significant knowledge base.

Industry leaders gave talks to students about the childcare industry.

Outcomes

- The Bush Babies playgroup provided the Aboriginal women with experience in planning and running a playgroup
- The playgroup increased women's knowledge of how and why children's learning can be supported
- Twelve women enrolled in the course with four students completing in 2008 and a further six completed in early 2009
- The course led to a number of employment pathways in organisations such as the NSW Police and Department of Community Services.

Factors for success

- ★ Increased confidence of women to identify and seek future career paths which they previously felt were beyond their capabilities
- ★ The shared care of the babies to facilitate attendance and participation
- ★ The provision of transport, childcare and lunches
- ★ The use of Orange Council childcare centres for work experience
- ★ Guest speakers from the childcare industry.

Female Juvenile Justice Provision South Western Sydney Institute

The female Juvenile Justice Provision project delivered vocational and employability skills to young women in correctional settings. The program also aimed to build social skills, to support improved post-release community and employment outcomes for the young women.

Aim

The program aimed to improve access to vocational training and improve post-release employability skills for young women in Juvenile Justice Centres.

Description

The courses included Floristry, Hospitality and Signcraft vocational areas while building social skills to better equip women to return to both community and employment. The students were enrolled in Certificate II in Floristry (7735), Floristry Design I (0662D), Certificate I in Hospitality (18111) and Certificate III in Off-Site Construction (Sign Writing/Computer Operation) (8057).

Outcomes

148 women participated in this program in 2008, a significant increase on the 38 and 45 enrolments in 2006 and 2007 respectively.

A model of best practice in vocational delivery within the Juvenile Justice Centre is now available for further use or customisation.

Factors for success

- ★ Partnership between the Institute Correctional Centre Liaison Officer (ICCLO), the Aboriginal Education and Training Unit, South Western Sydney Institute faculties and the Juvenile Justice Centre
- ★ Senior management commitment and involvement in the course
- ★ Customised curriculum which focused on practical skills relevant to post-release employment
- ★ Individual education plans which supported pathways post-release
- ★ Mentoring.

Female Offender Education and Employment Preparation Program Western Institute

The Education and Employment Preparation Program provided support to mainly Aboriginal women at rural Wellington in Western Institute. The Aboriginal women had commonly experienced trauma, violence, abuse, substance addiction and long-term unemployment.

Aim

The aim of the program was to prepare rural women under the supervision of Probation and Parole Services for entry into vocational education programs and employment.

Description

This program was developed by Western Institute in partnership with regional Probation and Parole Services and students enrolled in Statement of Attainment in Outreach Access (3492). Participants were mostly Aboriginal women who had commonly experienced trauma, violence, abuse, substance addiction, long term unemployment and incarceration for criminal offences.

The women were provided with individual and group learning opportunities which enabled them to:

- become familiar with a formal learning environment
- develop an individual education and employment plan
- better understand the expectations of training providers and employers
- improve their self-esteem and motivation
- implement individual task and time management strategies to assist them to cope with and complete formal education and training
- become more empowered to take control of individual issues and circumstances that have previously presented a barrier to further education and/or employment.

The group bonded together effectively and supported each other throughout the Program.

The Program was delivered in Wellington which is the location of one of NSW's newest Correctional Centres. This centre was

established to accommodate mainly Aboriginal men and women. Many of the participants had recently exited the facility. A follow-up program was provided soon after the first group completed their training. Several participants from the first group were engaged as mentors for the women starting the second program.

This strategy proved to be highly effective in improving participation and program completion rates. The follow-up program offered a similar format to the initial one and included "hands on" skills, team building, confidence building, goal setting and personal presentation skills.

Outcomes

A total of thirty nine women enrolled in the first and follow-up program. Twenty nine were Aboriginal woman. Twenty seven women successfully completed all modules.

- 75% of participants planned to apply for further training with TAFE NSW or other regional RTOs.
- 50% of participants were registering with employment placement services and hoped to gain either part-time or full-time employment.
- 70% of participants confirmed that the program had provided them with the skills and knowledge to better manage their domestic circumstances and were keen to return to their families and "start again".

Factors for success

- ★ Cultural awareness of program presenters and support staff
- ★ Timetabling and scheduling appropriate to the learning needs of the target group
- ★ Interagency partnership between Probation and Parole Services and Western Institute
- ★ Extensive experience and empathy of staff with the target group
- ★ Appropriate blend of practical and theoretical content
- ★ Use of former participants as mentors for the following group
- ★ Emphasis on empowerment and building self-esteem.

Diversity Day Illawarra Institute

Diversity Day was held at Wollongong Campus in Illawarra Institute. The event was initiated to raise awareness of cultural diversity and to promote tolerance, harmony and social cohesion. It was a day of celebration of women from a range of diverse backgrounds and circumstances.

Aim

The aim of the program was to raise awareness about women from diverse backgrounds and provide opportunity for TAFE students from a broad range of backgrounds to meet and socialise.

Description

Diversity Day was held at Wollongong TAFE Campus on 11 June 2008 after consultation with Saudi Arabian women who were new to the Wollongong Campus. The women wished to meet other students on campus and share their culture so that media stereotyping about Muslims could be challenged.

An organising committee that involved the Student Association and key staff across faculties agreed to provide funding for a day to celebrate culture and promote the themes of tolerance, harmony and respect. Many cultures were celebrated through performance arts, culinary delights and guest speakers. Information was also made available to assist settlement and promote harmony on campus and in the wider community.

People from numerous cultures including Botswana, Zimbabwe, Malaysia, Philippines,

Iran, Lebanon, China, Peru, Brazil, Syria, Thailand, Turkey, Croatia, Burma, Africa, Macedonia, India and Indigenous Australians were represented at the Diversity Day event.

Outcomes

- The women now feel more integrated into campus life
- Throughout the day several hundred TAFE students from all faculty areas participated in the activities of Diversity Day. A survey of participants was conducted and indicated that students would like to see Diversity Day become part of the TAFE calendar in Harmony Week
- Goulburn and Shellharbour TAFE Campus staff have requested a Diversity Day to make welcome refugees from Africa and Burma
- Diversity Day provided an opportunity to work in partnership with students, consultants, teachers and diverse groups from the community
- Donations were collected for the victims of the Burmese cyclone and the earthquake in China.

Factors for success

- ★ Partnership between students, staff, management and diverse community organisations
- ★ Consultation with and involvement of students
- ★ Entertainment, food and cultural information supported social interaction and provided a challenge to stereotyping.

Leadership Course for Muslim Women Sydney Institute

This program provided leadership skills for Muslim women in the St George area of Sydney. The program was a partnership between Sydney Institute and Al Zahra Muslim Women's Association. It aimed to support and empower Muslim women to feel more engaged and included within the broader community.

Aim

The aim of the program was to provide training for women who wanted to develop leadership skills, advance themselves and expand their knowledge.

Description

This course in leadership was offered in response to a request from the Al Zahra Muslim Women's Association. The Statement of Attainment in Skills for Work and Training (9069) course covered topics such as how to run a community organisation, management styles, conflict resolution and legal issues.

The Muslim Women's Association was keen to have the course open to other interested women.

There were twelve women in the course. They ranged in ages from 27 to 54 years and had diverse life experience. The women came from all over the St George area of Sydney, including Rockdale, Kogarah and Hurstville.

Outcomes

- Twelve women enrolled and completed the course
- Even though a number of women had young children, attendance was almost 100%
- As a result of the course the women felt more empowered, with more skills and information to deal with different issues in the broader society
- Another short course was requested by the women.

Factors for success

- ★ Delivery in school hours
- ★ Provision of childcare
- ★ Partnership between TAFE NSW and the Al Zahra Muslim Women's Association
- ★ Flexible and inclusive approach to learning.

UMOJA Sudanese Retail – Soft Furnishing South Western Sydney Institute

The UMOJA Sudanese Retail project provided vocational training in soft furnishings to support a culturally diverse group of women from the Auburn and Lidcombe area of South Western Sydney. The project was a partnership between Lidcombe Outreach, the Migrant Resources Centre and the Salvation Army.

Aim

The aim of the program is to provide vocational education and training, specialising in Soft Furnishing to a diverse group of women from the Hazara, Turkish and Sudanese communities.

Description

The Statement of Attainment in Outreach Access (3492) course delivered classes in Soft Furnishing at the Migrant Resource Centre. Childcare was provided. The women constructed items that could be sold retail in the African UMOJA Store auspiced by the Salvation Army, Auburn. The store retails only African items. The women who constructed items for sale received all the remuneration for those items.

Note: UMOJA is a Swahili word meaning unity. The word was chosen by the Sudanese women to symbolise their hopes and desires for a new life in Australia.

Outcomes

- Thirty five Hazara women enrolled, and fifteen will continue with soft furnishing and five will articulate into English for Speakers of Other Languages (ESOL) classes
- Twenty two Sudanese women enrolled, and fifteen will articulate into Certificate II Soft Furnishing (8007)
- Fifteen Turkish women enrolled, and ten will continue with soft furnishing and two will enrol in upholstery
- Eighteen women placed items in the store; 30% of goods have sold to date
- Students held stalls in the Auburn markets
- Work experience was provided in retail at the UMOJA store.

Factors for success

- ★ Partnership between South Western Sydney Institute, the Migrant Resource Centre and the Salvation Army
- ★ Flexibility of the program to accommodate the family responsibilities of women with children
- ★ Provision of childcare
- ★ Use of culturally appropriate resources such as fabric that is ethnically specific - African fabrics with African prints
- ★ Language specific case worker for each group
- ★ Compliance with quality standards for products to be sold.

Tasting Success – Women Chefs’ Mentoring Program Sydney Institute

The Tasting Success – Women Chefs’ Mentoring Program supported young women training to be chefs to consider career pathways into senior positions in their industry. Tasting success aimed to promote and retain women in the hospitality industry through providing leadership and mentoring provided by prominent Sydney chefs.

Aim

The aim of the program was to encourage young women in Years 2 or 3 of the Certificate III in Hospitality Commercial Cookery to complete their apprenticeship or training and embark on a career pathway to senior leadership positions in the hospitality industry.

Description

This innovative leadership program was developed by the NSW Department of Premier and Cabinet, Office for Women, in partnership with TAFE NSW – Sydney Institute, with the support of Hospitality Employment Solutions, Tourism Training Australia and nine prominent Sydney chefs.

The program encouraged young women in commercial cookery to complete their training and consider senior leadership pathways in the hospitality industry. Mentors and students decided on a work-based activity including 35 hours of mentoring by Sydney’s top chefs to complement course work and apprenticeship experience.

The final program session brought all the women students and their mentors together for an award and showcase event on 10 November 2008

The showcase and award event was held at The Apprentice restaurant at Ultimo College. The students had received media training and were ready for media exposure. Each student spoke positively of their experiences. The Minister for Education, the Hon Verity Firth MP presented certificates of completion to the participants.

Outcomes

- Twelve students were selected and eleven completed the program and received their certificate
- Each of the women prepared their signature dish which they had learned during the mentoring program for the guests attending the final session
- Tasting Success has been extended across an additional campus at Sydney Institute and further top chefs have joined this highly successful program.

Factors for success

- ★ Senior management commitment and involvement in the course
- ★ Working party meeting regularly and consisting of staff from the Office for Women and Sydney Institute, representatives from the hospitality industry, Hospitality Employment Solution and dedicated individuals within the industry
- ★ Close working relationship between individual participants, teachers and Head Teachers of Hospitality
- ★ Collaboration within the Institute across two campuses and teaching sections
- ★ Model of best practice which was developed the previous year was further progressed and refined.

The successful Top Girls program targeted young women from the Cooma and Bombala area on the South Coast, Illawarra Institute to undertake training in the beauty industry. Outcomes of the program saw young women consider further study or employment options in this growth industry.

Aim

The aim of the program was to introduce young women aged 15 to 19 years to work in the beauty industry through a 'hands on' approach.

Description

The young women acquired practical industry skills such as waxing, tinting, make-up, hair, massage and nails over a 10-week program. The areas of nutrition and health were also covered.

The students were able to build confidence and self-esteem and to explore the possibilities of further training and pathways into the industry.

Top Girls was offered at the Cooma and Bombala Campuses. The young women explored the possibilities of further training and pathways into the industry through work experience in local small business.

This experience provided the Top Girls participants with a 'real' understanding of a workplace in the beauty industry. Young women in the isolated community of Bombala were also informed about the possibilities of further study at Goulburn TAFE, including accommodation options.

Outcomes

- Twenty two young women enrolled and completed the program
- The majority of the young women have made plans to complete further study with an aim to finding employment in the beauty and hairdressing industries. Others are seeking employment in other areas
- Upon successful completion, the young women received the Statement of Attainment in Access to Work and Training.

Factors for success

- ★ Partnership between the Outreach teachers, the Human Services, Tourism and Hospitality Faculty, local industry specialists, parents and local schools
- ★ The involvement of friends and family who participated as clients in a simulated salon at the end of the course.

Work Opportunities for Women – Women in Welding Hunter Institute

Hunter Institute piloted the Introduction to Welding program to encourage women to consider non-traditional trade areas. The program was delivered to women from farming communities and women who were sculptors at Gosford Campus.

Aim

The aim of the program was to provide women with the opportunity to gain experience in learning a trade in a supportive educational environment.

Description

Some of the women were from farming communities and enrolled in the Work Opportunities for Women – Women in Welding, Statement of Attainment in Access to Work and Training (9070) course to learn welding for their business, whereas others were sculptors and particularly interested in creative applications.

All women learned the basics of MIG (metal inert gas) welding, TIG (tungsten inert gas) welding, oxy welding and flame cutting. They worked together to develop key skills and underpinning knowledge.

Outcomes

- Many women wanted to enrol in mainstream trade courses
- The program increased self confidence. Many women commented that they now felt unafraid to explore other non-traditional trade areas.

Factors for success

- ★ Flexibility
- ★ Supportive non-threatening environment
- ★ Practical components of the course
- ★ Excellent coordination of the program.

Digi-Girls Business of Design (Young Women) Northern Sydney

Digi-Girls Business of Design was delivered to young women at Hornsby College in Northern Sydney. Digi-Girls aimed to promote the use of technology, and portray its potential applications in business, particularly to young women.

Aim

The aim of the program was to promote and engage young women with technology and demonstrate different industry applications.

Description

Digi-Girls Business of Design, Digi-Girls Web Design and Development (26961) was offered to young women at Hornsby College. Small business principles were incorporated into the course. This fostered an interest in business ideas while the students developed graphic/web materials for their 'dream' business.

Diva Fashion Jewellery supported delivery of the program through participation and the donation of prizes for the students.

Outcomes

- Nineteen young women enrolled and completed the course
- On completion, the young women presented their achievements to friends, family and other guests at the Presentation Session
- The course helped to foster greater cross-faculty cooperation and support for women's programs.

Factors for success

- ★ Young business oriented women teachers who work in web-design and web-building, and teach graphic design.
- ★ Open permission of women to bring their interests into the course participant's products (web-work).
- ★ Delivery under a proven model of success – the *Digi-Girls Program* which has been delivered over a number of years and has an established profile and relationship with schools.

Digi-Girls DIY Websites (Women) Northern Sydney Institute

Digi-Girls DIY Websites was delivered to women who have home based businesses, at North Sydney and Crows Nest Colleges in Northern Sydney. Digi-Girls DIY Websites aimed to support women to build and manage their own website to promote their businesses without incurring high advertising costs.

Aim

The aim of the program was to introduce women in home based businesses to open source web products.

Description

The Digi-Girls DYI Websites, Digi-Girls Web Design and Development (26961) short course facilitated networking between women in small business. It also assisted them to build websites for their businesses that they could manage and maintain themselves in order to minimise on-going costs.

Other students wanted to build websites with a community focus; one for a community group and two others for a youth refuge.

The women were invited to a morning tea in a computer lab to support their learning development and discuss progress.

Outcomes

- Twenty nine women enrolled and all completed the program
- The majority of women planned to progress to further training
- Students built an expansive network with other women in small business across the region.

Factors for success

- ★ Highly dedicated IT woman teacher committed to women's programs
- ★ Careful selection and development of teaching resources to reflect student interests
- ★ Use of an existing proven *Digi-Girls* model for a new adult women market
- ★ Regular contact and monitoring of student progress via email and a meeting to provide learner support
- ★ Sponsorship of the initiative by the National Women's Board of the Australian Computer Society.

Lone Guides Online New England Institute

The Lone Guides Online project based at Coonabarabran, New England Institute targeted girls and young women in rural and remote areas who were not able to attend Guide Units. The girls met via a Wiki virtual environment which overcame the issue of geographical isolation. A group of older girls has created their own website to act as online mentors for younger Lone Guides.

Aim

The aim of the program was to provide an opportunity for young women to develop their technology skills to better communicate with each other, develop their own web pages and form an online community.

Description

Lone Guides Online was developed by Coonabarabran TAFE Campus in conjunction with the NSW Girl Guides Association.

The Statement of Attainment in Access to Work and Training (9070) program targeted young women in rural and remote areas of the state who could not attend Guide Units. The NSW Girl Guides Association realised that there were many girls and young women from the age of 10 – 25 years who wanted to participate in the Girl Guides but lived in areas where this was not possible.

Online teaching enabled the Lone Guides to proceed at their own pace by working on their individual projects. Students designed their own web pages using the required skill sets and resources. Print based materials were also provided.

Three specific groups were targeted:

- Leaders (17 – 25 years old)
- Ranger Guides (14 – 17 years old)
- Lone Pioneers (10 – 14 years).

The young women doing the Junior Leaders program were completing their Queen's Guide Award. They created a virtual conferencing site to come together and share their experiences. Four Senior Leaders were doing the Olave Baden Powell Award. This group also created its own website and act as online mentors to Ranger Guides and Lone Guides.

Outcomes

- Five Leaders have enrolled in the Certificate I in Access to Work and Training
- Nineteen Ranger Guides and Lone Guides are participating in the virtual community
- The youngest girls have been introduced to TAFE NSW, and an understanding of what is offered. They will be able to enrol in TAFE once they reach 15 years of age
- Creation of an online community for women and young girls in isolated areas.

Factors for success

- ★ Creation of a virtual community which allowed students in isolated areas to connect with others with similar interests
- ★ Opportunity for women attending university to participate
- ★ Development of technology skills which could be applied to studies and leadership training
- ★ Flexible and creative teaching strategies
- ★ Partnership between Coonabarabran Campus and the NSW Guides Association
- ★ Ease of using online rather than print-based resources.

The Office Wise program targeted Year 10 girls who were 'at risk' of leaving school, from Tomaree High School near Port Stephens in the Hunter Institute. Students lacked confidence and wanted some 'hands on' training which would better prepare them for the workforce. Office Wise included skills in basic administration, customer service and included work experience.

Aim

The aim of the program was to build self-esteem in young women 'at risk' of leaving school and build practical skills that can be used in the workplace.

Description

TAFE NSW Hunter Institute in partnership with Tomaree High School delivered the *Office Wise* program, Statement of Attainment in Outreach Access (3492) to young women in Year 10. Thirteen students enrolled in the program and all completed with the exception of one student who withdrew due to health issues. The majority of these young women lacked confidence and wanted to gain some practical skills that were transferable to the workplace.

Studies included basic office administration units such as:

- deliver a service to customers
- organise and complete daily work activities
- interpersonal skills
- work experience.

Outcomes

- Thirteen students enrolled and twelve completed
- Three of the students obtained part-time work as a result of their work experience component
- All of the students became more confident and better prepared for employment
- The Deputy Principal, Tomaree High School praised this program and seeks to continue delivering similar programs in partnership with Hunter Institute.

Factors for success

- ★ Partnership with Tomaree High School
- ★ Flexibility of the program
- ★ Practical components
- ★ Excellent coordination of the program
- ★ Support from the Institute Women's Strategy representative.

Pathway to Primary Industry Program Western Sydney Institute

The Pathway to Primary Industry Program targeted refugees and humanitarian entrants to improve their employment outcomes in the agricultural industry. Participants observed first hand current practices used in agricultural enterprises in Western Sydney. The program was delivered at Richmond College in Western Sydney Institute.

Aim

The aim of the program was to improve employment outcomes in the agriculture industry for people from refugee communities and to improve English language and literacy skills while learning about Australian farming practices.

Description

The *Pathway to Primary Industry Program*, Statement of Attainment in Access to Work and Training (9070) delivered at Richmond College, targeted students from all over Western Sydney who were refugees or humanitarian entrants from Iraq, Afghanistan, Africa and Burma.

The course consisted of vocational English and agriculture units and was designed to accommodate the learning styles of the students enrolled. It focused on visual and hands-on learning to address the needs of the majority of women who were not literate in their first language.

A job seeking and work experience component was integrated into the program.

The program was established by TAFE NSW in partnership with key organisations including Centrelink, NSW Police, Job Network providers and migrant resource services. The Working Party met on a regular basis to discuss key issues.

Outcomes

- Twelve students enrolled – six students were women
- Over the duration of the course the women demonstrated a noticeable improvement in their spoken English skills, self-esteem and confidence
- Work experience and visiting farms on the outlying districts of Sydney and gave the women additional knowledge
- Work experience has led to discussions of the possibility of paid work opportunities.

Factors for success

- ★ Team teaching approach
- ★ Integration of English language and literacy with practical skills training
- ★ Opportunity for women to observe and experience current practices used in agricultural enterprises in Western Sydney
- ★ Support, advice and information from the Working Party.

Rural Business – Credit Where Credit’s Due Riverina Institute

The Rural Business – Credit Where Credit’s Due program provided recognition and pathways to the Certificate IV in Rural Business. The qualification provides employment opportunities for farming women from outlying rural areas such as Ardlethan, Yerong Creek and Henty in the Riverina Institute. Many of the women find they need off-farm employment to supplement their farm income.

Aim

The aim of the program was to recognise the existing skills and experience of farming women, develop individual gap training programs and create pathways to further education and work.

Description

Due to current agricultural circumstances, many rural women are finding that they need a relevant qualification to gain off-farm employment to supplement their farm income. Others are required to contribute more to the family business.

The program was delivered at Ardlethan, Yerong Creek and Henty through Riverina Institute’s Primary Industries Centre. The women were enrolled in Certificate IV in Rural Business.

While providing recognition services for the women, the course also allowed farming women to get together on a regular basis to build on their existing skills and knowledge base, as well as share information and experiences.

The course covered occupational health and safety, budgeting, financial management, marketing, quality assurance, property and business planning, costing capital development, insurance and legal requirements.

Outcomes

- The women are now better placed to gain employment to supplement their farm income
- Broad networks have been established between farming women.

Factors for success

- ★ Individual case management
- ★ Provision of opportunities for women in remote locations
- ★ Development of more awareness of skills and experience gained informally
- ★ Opportunities to gain qualifications and find employment
- ★ Streamlined planning and decision making.

Stepping Up Western Sydney Institute

The Stepping Up program explored ways to provide support to, and improve the post-release outcomes of women leaving full-time custody at Dillwynia Correctional Centre. The project was a partnership between Richmond College and the Open Training and Education Network (OTEN) in Western Sydney Institute and the NSW Department of Corrective Services (DCS).

Aim

The aim of the program was to help participants identify their skills and abilities, set achievable educational and vocational goals and engage effectively with the community on release from custody.

Description

The project was carried out by Western Sydney Institute in cooperation with the Adult Education and Vocational Training Institute (AEVTI) of the Department of Corrective Services (DCS). The Project took place at Dillwynia Correctional Centre, a medium security institution for women within the John Morony Correctional Complex located near Windsor in Western Sydney. The program included educational delivery by staff from AEVTI, OTEN and Richmond College.

The project used the Access to Employment, Education and Training (AEET) framework, delivered by both AEVTI and TAFE NSW, as a vehicle to:

- provide inmates with a pre-release program which consolidates what they have learned through participation in AEVTI and TAFE NSW programs

- facilitate realistic and achievable goal setting by inmates about to move into the next phase of their life outside a custodial setting
- empower inmates to understand and employ TAFE NSW Recognition of Prior Learning and Credit Transfer mechanisms in order to maximise the benefit of their previous studies and plan future study and work options.

Outcomes

- Sixteen women enrolled in the program
- On completion twelve women were awarded the Statement of Attainment in Access to Work and Training (9070).

Factors for success

- ★ Individual inventories developed outlining education, training and experience on which to base future plans
- ★ Development of goal setting and planning skills to make a sound educational and vocational plan based on this inventory
- ★ Operational understanding of TAFE Recognition and Credit Transfer processes to assist the participants to make informed choices about future study
- ★ Understanding the services and resources available in the community to which the participants plan to return on release from custody
- ★ Team teaching, flexible enrolment and delivery.

Work Opportunities for Women (WOW) North Coast Institute

Work Opportunities for Women (WOW) provided inclusive programs for unemployed mature age women who wanted to enter training or find work. At rural Mullumbimby on the far North Coast the program focused on job seeking skills and computer access to support the women to take the next step to undertake further study or to get a job.

Aim

The aim of the program was to provide unemployed mature age women living in remote areas with the opportunity to explore work and study options.

Description

The Work Opportunities for Women, Statement of Attainment in Access to Work and Training (9070) was delivered in Semester 2, 2008 at Mullumbimby, a small community quite geographically remote from a TAFE campus.

Along with class times and venue, units of study were negotiated with students who identified the following priorities:

- computing and internet skills
- job seeking skills including preparation of a resume and job search techniques using the internet

- work and study opportunities in the community services sector.

Obtaining access to computers with internet access in the Mullumbimby area proved a challenge but the resources were finally located at a community venue at Byron Bay. The women car pooled to attend these classes.

Outcomes

- Thirteen women enrolled; four over 45 years old; nine in their 50's
- Student end-of-course feedback indicated a high level of satisfaction with the course
- The women reported that they had increased confidence with computers and participation in their community, especially through volunteering
- Follow up of student outcomes and pathways are ongoing
- Outreach is currently exploring further provision in Mullumbimby in response to other identified target groups.

Factors for success

- ★ Development of strong group identity which facilitated peer support, for example dealing with transport issues by organising car pooling
- ★ Access to face-to-face study, the expressed preference of the students.

Appendix A: Summary by TAFE NSW Institutes

Institute	Project Title	Strategies	Contact	Page
Hunter Institute	Women in Welding	Encourage women to learn about a trade	Debra Hescott R/Manager Major Projects Access and Equity Tel: 4930 2946	15
	Office Wise	Build self-esteem and skills in young women at risk		20
Illawarra Institute	Diversity Day	Raise awareness on campus of women from diverse backgrounds	Maryanne Munro Manager Equity Services Tel: 4229 0140	10
	Top Girls	Introduce skills for work in the beauty industry		14
New England Institute	Lone Guides Online	Develop technology skills	Andrew Pratt External Programs Coordinator Tel: 6773 7740	18
North Coast Institute	Work Opportunities for Women	Explore work and study options	Jenny Steinmetz Community Partnerships and Inclusion Tel: 6581 6322	24
Northern Sydney Institute	Digi-Girls Business of Design (Young Women)	Build technology skills with industry applications	Robyn Woolley Institute Women's Strategy Officer Tel: 9448 4429	16
	Digi-Girls DIY Websites (Women)	Build websites for small businesses		17
Riverina Institute	Rural Business Credit where Credit's Due	Recognise existing skills and develop learning pathways	Steve Forsyth Head of Studies Access and General Education Tel: 6058 2948	22
South Western Sydney Institute	Female Juvenile Justice Provision	Improve access to VET and develop employability skills	Jane Kelly R/Manager Social Inclusion Unit Tel: 9825 7326	7
	UMOJA Sudanese Retail: Soft Furnishing	Develop skills in Soft Furnishing and awareness of vocational education and training (VET) opportunities		12
Sydney Institute	Leadership Course for Muslim Women	Develop skills in leadership and awareness of opportunities for advancement	Maree Morgan A/Programs Manager, Equity Programs Tel: 9217 3780	11
	Tasting Success Women Chefs' Mentoring Program	Encourage pathways to leadership in the Hospitality industry		13

Summary by TAFE NSW Institutes (Cont')

Institute	Project Title	Strategies	Contact	Page
Western Institute	Bush Babies for Aboriginal Women	Meet the needs of a specific group of Aboriginal women tailored to their family and community responsibilities	Denise Smyth Manager, Equity Tel: 6883 3431	6
	Female Offender Education and Employment Preparation Program	Prepare rural women under the supervision of Probation and Parole Services for entry into vocational education programs and employment		8
Western Sydney Institute	Pathways to the Primary Industry Program	Improve employment outcomes in the agriculture industry for people from refugee communities and to improve English language and literacy skills	Kerry Evans Director Equity Services Tel: 9208 9451	21
	Stepping Up Program	Identify existing skills, abilities and VET goals		23