



Australian Government

Department of Education, Employment and Workplace Relations

TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership

Release 2

TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership

Modification History

Version	Comments
2	This version released with <i>TAE10 Training and Education Training Package version 3</i> . Version created to fix issues in TGA metadata and to format content correctly. Omitted <i>Formulate workplace strategy for adult language, literacy and numeracy skill development</i> list.
1	First released with <i>TAE10 Training and Education Training Package version 2.0</i>

Description

Descriptor

This qualification reflects the role of individuals who apply highly specialised skills and knowledge in the field of adult language, literacy and numeracy practice. In these roles, they generate and evaluate complex ideas through the analysis of policy, information and concepts at an abstract level; and design and implement appropriate responses through a combination of research, targeted strategies for language, literacy and numeracy programs in different contexts, and the application of teaching practices.

This qualification uses the term 'adult literacy and numeracy' to mean the skills required to understand and use various forms of print and digital text in day-to-day activities at home, at work and in the community (OECD, 2001).

The qualification uses the term 'language' to talk about speaking, listening, reading, writing and visual communication skills. In its broadest sense, language involves the words, verbal structures and gestures we use to convey meaning. We are also talking about using words and grammatical structures and other meaning support systems (e.g. gestures when speaking and listening, punctuation and formatting when reading and writing) to make meaning or to understand somebody else's meaning. (Taking the Lead, 2006)

This qualification responds to the need for all practitioners to have a set of strategies to meet learners' language development needs. This is not language in the strict sense of language acquisition (as defined within the TESOL discipline), but rather the development of relevant and appropriate language repertoires depending on the context.

The diversity of learners attending adult language, literacy and numeracy provision requires effective and innovative educational leaders, program managers and researchers with responsibility for adult language, literacy and numeracy policy development and response, and program design and review. TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership develops the skills and knowledge required to fulfil this responsibility in these roles.

Adult language, literacy and numeracy delivery contexts include vocational education settings, workplaces, and the community. A range of training organisations (public, not-for-profit, community and private) provides adult language, literacy and numeracy skills development.

Job roles

This qualification may apply to those in roles with responsibility for adult language, literacy and numeracy policy development and response, as well as program design and review. Job roles and titles vary across different organisational contexts. Possible job titles and roles relevant to this qualification include:

- adult literacy and numeracy teacher or leader, training organisation
- practitioner or coordinator, Workplace English Language and Literacy (WELL) program
- senior educator, teaching and learning, training organisation
- adult literacy and numeracy learning resource developer
- program coordinator, training organisation
- educational consultant
- workforce development leader
- policy advisor on language, literacy and numeracy.
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Pathways Information

Qualification pathways

Prerequisite requirements

There are no prerequisite requirements for individual units of competency.

Pathways into the qualification

Candidates may enter the qualification through a number of entry points, including with:

- a Bachelor's degree or other higher education qualification, together with relevant vocational practice, or
- a relevant Certificate III, Certificate IV, Diploma or Advanced Diploma with significant relevant vocational practice, or
- TAE70110 Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice.

Pathways from the qualification

After achieving TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership candidates could go on to higher education qualifications.

Articulation to higher education

While there are no formal articulation or credit transfer arrangements, it is anticipated that this qualification would contribute significantly to existing or proposed higher education qualifications in this field. Learners seeking credit into other post-graduate qualifications in higher education will need to apply on an individual basis to organisations delivering those qualifications.

This qualification does not and does not seek to replace the diverse range of post graduate qualifications in adult language, literacy and numeracy available in the university sector.

Licensing/Regulatory Information

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements.

Entry Requirements

There are no specific entry requirements for this qualification, although it is expected that candidates will demonstrate the potential to undertake study at graduate level (see *Pathways into the qualification* section below).

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership

The following table contains a summary of the employability skills required by industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • reading and evaluating complex and formal documents, such as policy documents • processing material and critically analysing and integrating information from a wide range of sources • consulting and sharing information with a wide range of groups using a range of communication techniques • collaborating and negotiating with others • interpreting language that is highly nuanced • using language to influence others • developing written texts that deal with complex ideas and concepts and which meet the purpose and audience requirements • applying basic numeracy skills to workplace requirements
Teamwork	<ul style="list-style-type: none"> • cultivating collaborative and participative work relationships • cultivating networks • identifying and utilising the strengths of other team members • applying teamwork skills to a range of situations
Problem-solving	<ul style="list-style-type: none"> • formulating and investigating problems • creating solutions, innovating and improving current practices • applying critical reasoning to issues through independent thought and informed judgement • evaluating research, making decisions and reflecting critically on the justifications for decisions, using an evidence-based approach • systematically evaluating strategic outcomes
Initiative and enterprise	<ul style="list-style-type: none"> • identifying opportunities that might not be obvious to others • generating ideas and adapting innovatively to changing environments • locating and sourcing appropriate information, and identifying future implications of information and data collected • seeking and using feedback to improve ideas

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

Planning and organising	<ul style="list-style-type: none"> collecting, analysing and organising information from a range of sources designing research methodology framing strategies in consideration of available resources, timelines and needs of stakeholders maintaining currency and relevance of information
Self-management	<ul style="list-style-type: none"> complying with requirements, codes of practice and organisational policies and procedures working and learning independently and effectively conducting activities ethically, cooperatively and respectfully monitoring and evaluating own performance
Learning	<ul style="list-style-type: none"> maintaining currency and relevance of knowledge contributing to the learning of others taking responsibility for own learning learning new skills and techniques
Technology	<ul style="list-style-type: none"> using a wide range of online or computer-based technologies using a range of software programs using technology and the internet in a systematic manner to discover, access, collect and store data, information and research

Packaging Rules

Packaging Rules

Total number of units = 8

3 core units *plus*

5 elective units

At least **3 of the elective units** must be selected from the elective units listed below. Up to **2 elective units** may be selected from the elective unit list or from any other currently endorsed Training Package or accredited course at Vocational Graduate Certificate or Vocational Graduate Diploma level. Elective units must be relevant to the work outcome and local industry requirements.

Units selected from other Training Packages must not duplicate the outcomes of units selected from the Training and Education Training Package.

Candidates with TAE70110 Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice will gain credit of 4 elective units towards this qualification.

Core units

BSBRES801A Initiate and lead applied research

TAELLN801A Analyse policy and formulate strategic language, literacy and numeracy

BSBRES801A Initiate and lead applied research response

TAELLN802A Research and implement new adult language, literacy and numeracy practices

Elective units

TAELED704A Review enterprise e-learning systems and solutions implementation

TAELLN803A Formulate workplace strategy for adult language, literacy and numeracy skill development

TAELLN804A Design programs to develop adult language, literacy and numeracy skills

TAELLN805A Formulate strategy for adult language, literacy and numeracy skill development in a community program

TAELLN806A Initiate, develop and evaluate adult language, literacy and numeracy resources

TAELLN807A Design, implement and evaluate an adult language, literacy and numeracy professional development program

TAELLN701A Analyse and apply adult literacy teaching practices

TAELLN702A Analyse and apply adult numeracy teaching practices

TAELLN703A Develop English language skills of adult learners

BSBINN801A Lead innovative thinking and practice

Selecting elective units for different outcomes

The context for this qualification varies and will guide the selection of elective units.

Examples of recommended elective units for particular work outcomes follow.

For a role as an **adult literacy and numeracy coordinator in a training organisation**, the following elective units are recommended.

TAELLN804A Design programs to develop adult language, literacy and numeracy skills

TAELLN806A Initiate, develop and evaluate adult language, literacy and numeracy resources

TAELLN807A Design, implement and evaluate an adult language, literacy and numeracy professional development program

BSBINN801A Lead innovative thinking and practice

For a **leadership role in a Workplace English Language and Literacy program**, the following elective units are recommended.

- TAELLN803A Formulate workplace strategy for adult language, literacy and numeracy skill development
- TAELLN807A Design, implement and evaluate an adult language, literacy and numeracy professional development program
- TAELLN703A Develop English language skills of adult learners
- TAELLN806A Initiate, develop and evaluate adult language, literacy and numeracy resources

For a role in **educational leadership in a training organisation** the following elective units are recommended.

- TAELED704A Review enterprise e-learning systems and solutions implementation
- TAELLN807A Design, implement and evaluate an adult language, literacy and numeracy professional development program

For a specialisation role as a **language, literacy and numeracy resource designer**, the following elective units are recommended.

- TAELLN806A Initiate, develop and evaluate adult language, literacy and numeracy resources
- BSBINN801A Lead innovative thinking and practice
- TAELED704A Review enterprise e-learning systems and solutions implementation