



Australian Government

AVIG0005 Conduct aviation on-the-job training

Release: 1

AVIG0005 Conduct aviation on-the-job training

Modification History

Release 1. This is the first release of this unit of competency in the AVI Aviation Training Package.

Application

This unit describes the performance outcomes, skills and knowledge required to provide on-the-job training to colleagues and learners. It requires the ability to explain and demonstrate specific skills, knowledge and procedures and monitor the progress of colleagues until they are able to operate independently.

The unit applies to experienced operational personnel and to supervisors and managers who informally train other people in workplace skills and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

M – Training and Assessment.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Prepare for on-the-job training

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1** Need for training is identified based on operational requirements and procedures
- 1.2** Specific training needs are identified through discussion

- with learner to organise training sessions
- 1.3** Necessary equipment or physical resources required for training are identified and prepared
- 2 Train learner on-the-job**
- 2.1** Overall purpose and process of the training is explained to learner
- 2.2** Specific skills are explained and demonstrated according to procedures and organisational requirements
- 2.3** Communication skills are used to provide information, instruct learners, demonstrate relevant work skills and check learner understanding
- 2.4** Learner is provided with opportunity to practise skill and ask questions
- 2.5** Competency is assessed against the skill requirements
- 2.6** Feedback is provided and discussed in a constructive and supportive manner
- 3 Conduct follow-up training**
- 3.1** Progress of new workplace skills are monitored, and support is provided in a timely fashion
- 3.2** Progress is recorded and reported to the appropriate person
- 3.3** Performance problems or difficulties are identified and rectified or referred to appropriate person for follow up

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the AVI Aviation Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This is a new unit. No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet' -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=4725260a-0af3-4daf-912b-ef1c2f3e5816>

Assessment Requirements for AVIG0005 Conduct aviation on-the-job training

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one separate occasion and include:

- providing effective on-the job training with different learners
- addressing identified performance problems or difficulties experienced by learners in training sessions and rectifying or referring as appropriate
- evaluating learners' performance and providing constructive feedback as part of training sessions
- demonstrating the following during training activities:
 - clear communication and demonstration of the organisational tasks required of the learner
 - completion of training according to equipment specification and organisational procedures
 - application of the key principles of learning.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- communication techniques suitable to a workplace training context
- objectives and scope of the training
- factors which impact need for training:
 - direction from learners
 - own observation and workplace experience
 - request for coaching from colleagues to be trained
- key principles of training:
 - explanation
 - demonstration
 - review
 - listening to learner explanation
 - observing and evaluating learner demonstration

- providing feedback
- legislative work health and safety (WHS) and hygiene requirements
- possible causes of performance problems or difficulties:
 - breakdown in communication
 - circumstances for training
 - insufficient opportunity to practice
 - language or cultural barriers
 - shyness or lack of confidence.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment (PPE) currently used in industry.

Links

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