



**Australian Government**

# **AVIM0004 Conduct training for the issue of an endorsement**

**Release: 1**

# **AVIM0004 Conduct training for the issue of an endorsement**

## **Modification History**

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

## **Application**

This unit involves the skills and knowledge required to conduct training for the issue of an endorsement in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards.

It includes developing training and briefing plans, conducting pre- and post-flight briefings, and conducting training. It also includes assessing competence and completing post-training administration.

This unit addresses aviation non-technical skill requirements (physical, mental and task-management abilities) related to training and assessment duties of flight instructors and contributes to safe and effective performance in complex aviation operational environments.

Operations are conducted as part of recreational, commercial and military aircraft activities across a variety of operational contexts within the Australian aviation industry.

Work is performed independently or under limited supervision as a single operator or within a team environment.

Work is performed independently or under limited supervision within a single-pilot or multi-crew environment.

Licensing, legislative, regulatory or certification requirements are applicable to this unit.

## **Pre-requisite Unit**

AVIM0003 Conduct aeronautical knowledge training and flight training

## **Competency Field**

M – Training and Assessment

## **Unit Sector**

Not applicable

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes.

### PERFORMANCE CRITERIA

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

#### **1 Develop training and briefing plans**

- 1.1** Training plan is prepared that identifies each ground briefing and flight exercise required to achieve the standard specified to issue an endorsement or military equivalent
- 1.2** Hazards are identified, risks are assessed and hazard management implemented
- 1.3** Briefing plan is produced that addresses technical and human factors knowledge required to issue an endorsement or military equivalent
- 1.4** Airborne training plan is prepared that identifies the sequence and duration of each flight training exercise required to achieve the standard specified to issue of an endorsement or military equivalent

#### **2 Demonstrate professional knowledge**

- 2.1** Knowledge of competency-based training relevant to training endorsement is demonstrated
- 2.2** Principles and methods of instruction are demonstrated whilst conducting endorsement training
- 2.3** Aeronautical knowledge relevant to training endorsement is demonstrated
- 2.4** Training plan relevant to training endorsement is prepared

#### **3 Conduct pre- and post-flight briefings**

- 3.1** Pre-flight briefing is delivered for each flight identified in the training plan
- 3.2** Pilot under training is debriefed on performance in accordance with established workplace procedures

#### **4 Conduct practical training**

- 4.1** Aeronautical knowledge training is delivered in accordance with prepared training plan
- 4.2** Flight training sequences are conducted to required standards specified in established workplace procedures
- 4.3** Situational awareness is maintained during all phases of flight and instruction

- |                                                |            |                                                                                                                                                                                                                                      |
|------------------------------------------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                | <b>4.4</b> | Threats and errors are managed during all phases of flight and instruction                                                                                                                                                           |
|                                                | <b>4.5</b> | Training in upset prevention and recovery is delivered applicable to the aircraft category and type                                                                                                                                  |
|                                                | <b>4.6</b> | Negative learning events are identified and mitigated whilst managing event occurrences                                                                                                                                              |
|                                                | <b>4.7</b> | Pilot under training errors are recognised, ensuring the aircraft is maintained within certified flight envelope or recognise excursion outside the valid training envelope when using synthetic training device to conduct training |
| <b>5 Assess competence</b>                     | <b>5.1</b> | Pilot under training is assessed against competency standards specified to issue an endorsement or military equivalent                                                                                                               |
|                                                | <b>5.2</b> | Pilot under training deficiencies are identified and remedial training is planned as required                                                                                                                                        |
| <b>6 Complete post-training administration</b> | <b>6.1</b> | Pilot under training results are recorded in accordance with established workplace procedures                                                                                                                                        |
|                                                | <b>6.2</b> | Relevant staff are informed of pilot under training performance and results                                                                                                                                                          |
|                                                | <b>6.3</b> | Administration procedures required to issue an endorsement or military equivalent are completed in accordance with established workplace procedures                                                                                  |

## 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.

## Unit Mapping Information

This unit replaces and is not equivalent to AVIM5005 Conduct training for the issue of an endorsement.

## Links

AVI Training Package Companion Volume Implementation Guide available on VET Net: -  
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=4725260a-0af3-4daf-912b-ef1c2f3e5816>

# Assessment Requirements for AVIM0004 Conduct training for the issue of an endorsement

## Modification History

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

## 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 occasion and include:

- adapting to differences in equipment and operating environment in accordance with standard operating procedures (SOPs)
- adhering to pilot in command (PIC) responsibilities
- applying precautions and required action to minimise, control or eliminate identified hazards
- applying aeronautical knowledge relevant to training endorsement type
- communicating effectively with others
- completing relevant documentation
- conducting briefings and debriefings
- conducting timely assessment of learning and performance
- demonstrating flight instructor role modelling
- evaluating instructional effectiveness and develop strategies for continuous improvement
- identifying and correctly using relevant equipment
- implementing contingency plans
- implementing crew resource management (CRM) principles
- implementing threat and error management (TEM) principles
- implementing work health and safety (WHS) procedures and relevant regulations
- including pre-flight briefing for each flight in a training plan covering all aspects of training being undertaken
- intervening as required to maintain flight safety or to assist pilot under training progress
- maintaining situational awareness while providing instruction
- modifying activities depending on workplace contingencies, situations and environments
- monitoring and anticipating operational problems and hazards and taking appropriate action
- monitoring work activities in terms of planned schedule
- reading, interpreting and following relevant regulations, instructions, procedures, information and signs
- recording and debriefing training events
- reporting and/or rectifying problems, faults or malfunctions promptly in accordance with workplace procedures
- responding appropriately to cultural differences in the workplace

- selecting and using required personal protective equipment (PPE) conforming to industry and WHS standards
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

## 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:

- appropriate methods for analysis and training planning
- assessment of trainee behaviour
- common problems that may occur when conducting training to issue an endorsement or military equivalent, and appropriate action that should be taken in each case
- common risks that exist when conducting training to issue an endorsement
- competency standards for training endorsement
- human performance and limitations factors relevant to training tasks
- lesson planning and development
- preparation of training resources
- principles and methods of instruction
- principles of adult teaching and learning
- principles of assessment
- psychological factors affecting satisfaction of human needs, defence mechanisms and stress management
- questioning techniques
- relevant sections of Civil Aviation Safety Regulations (CASRs) and Civil Aviation Orders related to flight training
- relevant sections of national and state/territory regulatory requirements and codes of practice
- relevant WHS and environmental procedures and regulations
- relevant workplace policies and procedures
- requirements for completing relevant documentation
- self-assessment and evaluation
- training and assessment competency standards.

## 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.

Assessment must include at least one training endorsement type:

- Grade 1 training endorsement
- Grade 2 training endorsement
- Grade 3 training endorsement (Aeroplane)
- Grade 3 training endorsement (Helicopter)
- Multi-crew pilot training endorsement
- Type rating training endorsement
- Class rating (multi-engine aeroplane) training endorsement
- Design feature training endorsement
- Instrument rating training endorsement
- Night visual flight rules (NVFR) training endorsement
- Night vision imaging system (NVIS) training endorsement
- Low-level rating training endorsement
- Aerial application (day) training endorsement
- Aerial application (night) training endorsement
- Instructor rating training endorsement
- Multi-engine aeroplane class rating instructor training endorsement
- Sling operations training endorsement
- Winch and rappelling training endorsement
- Spinning training endorsement
- Aerobatics training endorsement
- Formation (aeroplane) training endorsement
- Formation (helicopter) training endorsement
- Formation aerobatics training endorsement

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 PPE currently used in industry.

## Links

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