



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AVI60110 Advanced Diploma of Aviation (Flight Instruction)**

**Revision Number: 1**

## **AVI60110 Advanced Diploma of Aviation (Flight Instruction)**

### **Modification History**

Not applicable.

### **Description**

#### **Rationale:**

A specialist qualification for the aviation industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 6. Qualifications should be structured to align with applicable licensing and regulatory requirements.

*The application of a significant range of fundamental principles and complex techniques across a wide and often unpredictable variety of contexts in relation to either varied or highly specific functions. Contribution to the development of a broad plan, budget or strategy is involved and accountability and responsibility for self and others in achieving the outcomes is involved, knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. Applications involve significant judgement in planning, design, technical or leadership/guidance functions related to products, services, operations or procedures.*

### **Pathways Information**

Not applicable.

### **Licensing/Regulatory Information**

Not applicable.

## Entry Requirements

### Entry requirements:

Entrants to the Advanced Diploma must have the core units of competency of the AVI50510 Diploma of Aviation (Flight Instructor) or be able to demonstrate equivalent competence.

## Employability Skills Summary

### Employability Skills Summary for

#### **AVI60110 Advanced Diploma of Aviation (Flight Instruction)**

The following table contains a summary of the employability skills as identified by the Aviation Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

### Employability Skill

### Industry/enterprise requirements for this qualification include:

#### **Communication**

- Apply high level language and literacy skills including the ability to communicate effectively and to develop and enhance student performance
- Establish and maintain strategies for communication and networking
- Listen to and interpret complex verbal information related to flight training including the clarification and confirmation of work requirements and the receiving of operational feedback
- Read and interpret applicable regulations, policy documents, flight plans, training plans, safety management systems, charts, project plans, etc.
- Write complex documents including preparing reports, plans, specifications and technical reports
- Responsibly negotiate complex issues with others in the course of flight training including obtaining information necessary to achieve training objectives and negotiating processes and procedures appropriate to statutory and legal requirements
- Implement communication systems, protocols and procedures
- Use networks including active involvement

**Employability Skill****Industry/enterprise requirements for this qualification include:**

- in professional networks and the building of relationships to provide benefits for the individual, the team and the organisation
- Use advanced facilitation techniques with students and training staff
- Determine training needs and prepare proposals and written reports to meet client needs
- Consult via interviews, meetings, etc.

**Employability Skill****Industry/enterprise requirements for this qualification include:****Teamwork**

- Provide management and leadership of flight training staff and students
- Coordinate training and assessment systems
- Coach, mentor and give feedback to flight training staff and students
- Provide information, instruction and training where required
- Manage the avoidance and prevention of harassment of others in the workplace
- Provide collaborative facilitation to assist others to improve their performance in the flight training environment
- Organise and manage training staff to meet client needs based on skills and personal attributes
- Develop and evaluate learning programs customised for individual or group needs
- Work collaboratively with stakeholders in the flight training context
- Maintain effective relationships with staff, students and stakeholders
- Work with others of different ages, gender, race, religion, culture etc.

**Problem solving**

- Design training programs and learning strategies based on characteristics of individuals or target groups
- Calculate, identify and manage resource issues related to training, i.e. facilities, equipment, staff, time and cost
- Manage flight training including identifying and assessing hazards and ensuring there are plans or processes to manage identified risks, monitoring issues which arise in the course of operations and implementing and applying risk management systems
- Manage hazards and risks in complex and diverse situations that may occur in the course of flight training
- Conduct risk analyses and contingency planning for new and existing training delivery
- Respond to changes in environment or circumstances, coordinate requirements,

**Employability Skill****Industry/enterprise requirements for this qualification include:**

- evaluate and monitor ongoing performance
- Investigate, analyse and evaluate scope of training services
- Show independence and initiative in identifying problems and solving them
- Review systems and plans.

**Employability Skill****Industry/enterprise requirements for this qualification include:****Initiative and enterprise**

- Develop innovative and responsive approaches to improve professional practice which motivate and engage staff and students
- Modify activities dependent on differing work situations and contingencies
- Monitor and improve work practices to enhance inclusivity and learning
- Take appropriate initiatives in complex and diverse situations such as those above
- Recognise and respond to changes in internal and external operating environments
- Manage continuous improvement processes including exploring options and evaluating processes to ensure continuous improvement
- Role model, develop and promote innovation
- Translate ideas into action including applying consultative processes, developing plans, applying new technologies and concepts
- Value input from staff and students
- Manage and lead the response to any contingencies and changes in equipment, standard operating procedures and the working environment
- Apply design skills to develop innovative and flexible cost effective programs.

**Planning and organising**

- Manage operations and develop policies, procedures, emergency plans and systems and maintain appropriate documentation
- Manage systems and procedures for maintaining compliance with applicable regulations and codes of practice
- Manage workplace security, fatigue management systems and safety management systems (where applicable)
- Monitor, evaluate and report on training, operational performance and compliance
- Collect, research, read, analyse, interpret and organise information for a range of purposes including meeting compliance and other legal requirements required for the conduct of flight training

**Employability Skill****Industry/enterprise requirements for this qualification include:**

- Determine training schedules, maintenance and resource requirements applicable to the conduct of flight training
- Plan, prioritise and organise workflow
- Interpret collected evidence and make judgements of competency
- Manage the planning and assessment of risks in flight training
- Manage time and priorities in the course of flight training
- Ensure feedback and other data contribute to improvements in training and operational effectiveness
- Work with clients in designing learning programs that address individual and/or group needs
- Determine training schedules, human, physical and material resources required for learning and assessment.



## **Employability Skill**

### **Industry/enterprise requirements for this qualification include:**

#### **Self management**

- Interpret and apply relevant regulations and instructions
- Ensure ethical, legal and organisational requirements underpin all training and operational practices
- Establish and manage staff work plans and schedules
- Reflect on, evaluate and monitor own professional performance
- Role model high standards of performance, inclusiveness, professionalism and participate in professional development activities
- Take responsibility for staff meeting work objectives
- Have confidence in own vision and goals
- Develop trust and confidence in staff and other stakeholders
- Maintain effective networks.

#### **Learning**

- Develop and extend own expertise in facilitation
- Source opportunities including researching information and accessing policies and frameworks to maintain currency and increase own of knowledge and skills
- Adapt to any changes in systems, equipment and procedures and the workplace operating environment
- Be open to new ideas and change and in particular manage, facilitate and support change processes with staff and apply previous experience and feedback in formulating improvements to practice
- Provide instruction, coaching and mentoring of staff and students as required
- Assess competence of others in the training environment and workplace
- Develop learner independence, extend their learning styles and readiness to learn
- Identify personal, staff, and student training needs and professional development opportunities

**Employability Skill****Industry/enterprise requirements for this qualification include:**

- Reflect on own learning
- Adapt own competence in response to any changes in operational environment
- Facilitate individual, group based and work based learning.

**Technology**

- Use complex equipment and IT systems required for flight training
- Apply a range of IT skills
- Use student information management systems to record assessments and monitor assessment processes and practices
- Use technology to distribute information to staff, students and clients
- Identify and organise technology and equipment needs prior to training
- Develop feedback tools and collate feedback using technology
- Prepare presentations, submissions, reports and other documentation using a wide range of software packages
- Use the web to conduct research
- Use IT to organise and access data including the monitoring of the flight training, fatigue management systems and safety management systems
- Applying IT as a management tool to store and organise data
- Manage and monitor operational and maintenance procedures and systems for equipment used during flight training
- Manage and monitor the application of OH&S procedures when using IT and other equipment and facilities.

**Packaging Rules****Requirements for completion of the qualification:**

A successful assessment outcome for a total of at least **15 units** comprising:

- **10 core units** listed below

plus

- **5 elective units.** At least **3 of the elective units** must be selected from the elective units list below. Up to **2 elective units** with appropriate contextualisation may be selected from any currently endorsed national Training Package or accredited course. Where the choice of a unit from another currently endorsed national Training Package or accredited course is made, this unit must come from a qualification or course at Diploma or above and must contribute towards the vocational outcome of the qualification.

### Core Units

Field	Unit
<b>M Training and Assessment</b>	TAADES501B Design and develop learning strategies
	TAAENV501B Maintain and enhance professional practice
	TAEDS401A Design and develop learning programs
	TAELLN401A Address adult language, literacy and numeracy skills
<b>N Leadership and Supervision</b>	AVIN6003A Manage flight training
	BSBMGT502A Manage people performance
	BSBLED401A Develop teams and individuals
	TAAASS501B Lead and coordinate assessment systems and services
	TAACMQ503B Lead and conduct training and/or assessment evaluations
<b>P Administration and Finance</b>	BSBRKG502B Manage and monitor business or records systems

### Elective Units

Field	Unit
<b>G Teamwork</b>	BSBHRM402A Recruit, select and induct staff
	BSBMKG501B Identify and evaluate marketing opportunities

	BSBWOR502A	Ensure team effectiveness
	BSBWRK509A	Manage industrial relations
	CHCCAR501B	Conduct career guidance interview
<b>J Quality</b>	BSBAUD402B	Participate in a quality audit
<b>M Training and Assessment</b>	AVIM5001A	Operate a simulator
	AVIM5004A	Facilitate training in a synthetic environment
	AVIM6006A	Deliver operational flight management training
	TAACMQ501B	Develop training and/or assessment organisational policies and procedures
	TAEDEL401A	Plan, organise and deliver group-based learning
	TAADEL503B	Provide advanced facilitation to support learning
	TAADES502B	Design and develop learning resources
	TAATAS502B	Prepare a tender bid
	TAATAS503B	Manage contracted work
	TAATAS504B	Facilitate group processes
	TAESUS501A	Analyse and apply sustainability skills to learning programs
<b>N Leadership and Supervision</b>	TAACMQ504B	Determine and manage scope of training and/or assessment services
	TAACMQ505B	Lead a team to foster innovation
	TAADEL504B	Lead and coordinate training services
<b>P Administration and</b>	BSBFIM501A	Manage budgets and financial

**Finance**

|

plans