

# TRAINING MATTERS

NEWS, VIEWS AND DEVELOPMENTS BROUGHT TO YOU BY PRINT TRAINING AUSTRALIA



## Training Package revision now complete

Accredited training for the printing industry has undertaken significant changes in the past 10 years. In 1999, the industry developed the Printing Industry Training Package that contained details of the hundreds of individual skills (competencies) employed by workers in the printing industry. This list of skills act as the 'building blocks' for the design of training plans for trainees, apprentices and supervisory staff. The original Training Package has now been revised and the 'new' Training Package is available. The revised package has new competencies as well as new industry accepted qualifications that offer enterprises more options for skills development and assessment.

If you would like to know more about how your enterprise can make effective use of the revised Training Package to develop accredited training programs that are relevant and attract Government training incentives, contact Print Training Australia.

## Offsiders, bench hands and production support have skill development needs as well

Often the focus of training and development is at the trade level. There are a range of accredited training programs for production support team members as well. Not only can you reap the benefits of having skills and knowledge development for these valuable employees, you can provide them with recognition of the valuable role they play through nationally recognised qualifications and a career pathway. If you would like further information please contact [areynolds@printrain.com.au](mailto:areynolds@printrain.com.au)

*"Our apprentices play a key role in our production team. Having Print Training Australia conduct training on-site and at times convenient to us, means we do not lose them from production for extended periods of time".*

Ian Bowden - Managing Director - Bowden Print

*'Our prepress manager and I undertook the Frontline Management Program in 2004 and found it to be extremely valuable and enjoyable. We have since organised for two of our team leaders to undertake the program with the hope they get as much out of it as we did...'*

Barry Davis

Production Manager - Hyde Park Press



## Looking to develop the leadership and communication skills of your team leaders?

Print Training Australia has now been delivering its industry specific Frontline Management program for three years. The program is based on an original course developed by the Mt Eliza Business School. Print Training Australia worked with Mt Eliza to customise and contextualise the program to meet the needs of the printing industry. The program has been delivered in Victoria, South Australia and New South Wales and the feedback from participants and their managers has been excellent. The course can be undertaken by individuals through the Printing Industry Association's regional offices in Adelaide and Sydney or conducted onsite for larger enterprises.

The program is delivered over 12 - 14 months with participants undertaking a series of monthly workshops, supported between sessions by a series of workbooks. These workbooks enable the participants to contextualise the learning into their workplace. Participants undertake a 360 degree evaluation pre and post course to aid in assessment of development during the program. The focus of the program is on the development of effective strategies to lead work teams towards achievement of workplace goals. The program has been designed for team leaders, shift supervisors and other employees responsible for leading a work team.

The majority of participants (in NSW and SA) are eligible for \$4,400 in Commonwealth Government incentive funding.

Contact Print Training Australia for enrolment details, program dates and information on how to access the Commonwealth Government incentives.

## Workplace Trainer and Assessor

Print Training Australia continues to deliver our industry specific trainer and assessor programs. Having skilled employees capable of sharing and developing skills, is an invaluable asset for companies looking to develop and sustain their skills profile. With recruitment of skilled workers becoming an increasing challenge in our industry, the need for internal ability to train and assess competence of employees is a great asset. For more information contact [areynolds@printrain.com.au](mailto:areynolds@printrain.com.au)

*"Print Training Australia have customised training to suit the specific needs of our company and are delivering the training at a time to suit our shift and production requirements".*

Brenton Barrett - Managing Director - Nationwide Labelling Pty Ltd





## More flexible training options for trainees and apprentices

Since the introduction of the Printing and Graphic Arts Training Package in 1999, print companies have been using the flexibility inherent in the Training Package to develop and implement training programs for trainees and apprentices that better meet their needs than the previous 'time served' model of apprentice training. The Training Package has recently been reviewed and now provides even greater opportunities for enterprises to design specific programs relevant to the needs for their trainees and apprentices.

Print Training Australia is working with a range of enterprises using the revised Training Package to select relevant units (some with enterprise specific performance criteria) to better develop the skills and knowledge required to perform in this increasingly competitive market.

Print Training Australia can work with your enterprise to develop, deliver and assess trainee and apprentices training programs (on or off-the-job) that tie in with your enterprise's strategic priorities. We can also work to ensure that you attract all the Government subsidies available to you – we can even manage all the Government paper work!

Print Training Australia also provides customers with a range of status reports detailing trainee/apprentice progress of skills development against planned activity. If you would like to discuss the options and opportunities for trainee and apprentices training, contact [bob@printtrain.com.au](mailto:bob@printtrain.com.au)

## Are you looking to improve productivity?

The revised Printing Industry Training Package has a new qualification: Certificate IV in Process Leadership. Print Training Australia is developing a new training program, based on this qualification. The program will be aimed at team leaders, supervisors and tradespeople. It will introduce the concepts of continuous improvement, project management, change management, productivity improvement and sustaining change in production processes. The course will involve participants attending 10 X 1 day workshops over a 12 month period and the undertaking of a productivity improvement project in their enterprise and assessment of productivity gains. This course will focus on the skills and knowledge required to evaluate production processes, design more efficient processes and/or procedures and then manage their implementation.

If you would like to express interest in this new and exciting development opportunity, contact [areynolds@printtrain.com.au](mailto:areynolds@printtrain.com.au)

*"In the past it was common practice to promote a good operator to team leader or manager, with the assumption that they will automatically perform well... The new role requires a different set of skills and knowledge... without development and support it can be a painful experience for everyone."*

Jay Clarke - Plant Manager - Advertiser Newspapers Limited, - Mile End Print Centre



## Print Training Australia welcomes Andrew Reynolds to the team.

Due to increasing demand for training services, Print Training Australia has increased its skilled training team to better service the needs in print training and training management. Andrew joins us from Collotype Labels where he had a range of responsibilities including the management and delivery of technical training to printers. Andrew's high level skills and qualifications will provide Print Training Australia's training team with greater depth in sheet fed lithography, narrow web label and wide web flexography expertise.

### Contacts for team members

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*The Nationally Recognised Training logo is your guarantee of a quality training program. Print Training Australia is a provider of nationally certified traineeships and apprenticeships for the printing industry that lead to a qualification under the Australian Qualifications Framework (AQF).*

## Consultancy services

Print Training Australia provides industry with a range of services and training/development solutions including:

- Development of customised training resources and Standard Operating Procedures for print production.
- Development of enterprise specific training strategies
- Management of enterprise training (including apprentice paper work and management of Government subsidies/funding)
- Print Training Australia works in association with enterprises to develop and deliver a range of accredited and non accredited short courses such as:
  - \* Enterprise specific Occupational Health and Safety training
  - \* Bullying in the workplace
  - \* Recruiting and selection for industry
  - \* Technical training updates
  - \* Maintaining your work area for efficient work practice (5S)
  - \* Workplace trainer and assessor programs

*"Training is of paramount importance to ensure future improvement and competitiveness of our business. Therefore we have employed Print Training Australia to organise, conduct and manage all aspects of our training, including all the necessary paperwork and record keeping. As a result we now leave all training matters to these guys and focus on the production of quality cartons and packaging in a safe environment."*

Robert Pye - Manufacturing Manager - Amcor Packaging



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