**Feedlot TECH – Training Provider Application Form**

**Overview**

Launched in 2021, Feedlot TECH is an initiative of Australian Lot Feeders’ Association (ALFA), in collaboration with Meat and Livestock Australia (MLA). The feedlot-specific training platform offers a central collection of training, education and career pathway information for the Australian lot feeding sector. Feedlot TECH is a tool to provide for the Australian feedlot sector, its businesses and current and future employees. It is designed to attract, retain and grow the capacity of the feedlot work force.

Feedlot TECH includes a course ‘Directory’ of training and professional development courses and opportunities that are suitable for feedlots and upskilling employees. The Directory lists and links to external courses according to skills required by the careers pathway and will feature those courses that meet eligibility requirements.

ALFA, on behalf of Feedlot TECH, is conducting ongoing industry wide training reviews to identify and assess suitable training providers and training offerings for listing on Feedlot TECH. An independent review panel is utilised to assess training against set criteria. Any training provider who provides training applicable for the lot feeding sector is encouraged to apply for review and listing on Feedlot TECH.

**Instructions – Training Provider Application form**

To apply to be a listed Training Provider on Feedlot TECH, please complete the below application form. Following completion, submit the form and additional supporting documents via the [**Training Provider Listing Application Page**](https://www.feedlottech.com.au/training-provider-listing-application/) on the Feedlot TECH Website or email the application and supporting documents to [admin@feedlottech.com.au](mailto:admin@feedlottech.com.au)

This application consists of:

* **Part A** – Selection Criteria and Questions relating to your Training Provider Business. *Complete Part A once per application.*
* **Part B** – Selection Criteria and Questions relating to your training courses or training offerings provided. *Complete Part B for each training course/offering you would like to submit for review and listing* (i.e. if you are submitting three training courses for listing, please complete three Part B responses, one per course)
* **Part C** – Additional Information and Documentation. *Complete Part C once per application.*

**Selection Criteria**

The expert review panel will assess each sequence of question responses as they relate to the Selection Criteria.

1. Training Provider Quality, Capability and Governance - appropriate liability/indemnity insurance in place, own the IP of the Material/Training, qualifications and licenses, provider longevity, sustainability and consistency.
2. Understanding of the audience – inclusion of language, literacy and numeracy styles (LLN) course pre-requisites, technology limitations and considerations of students in rural and remote locations.
3. Training Materials content and quality - measured through customer experience and satisfaction, quality of materials/content (up to date and regular training package review methods in place, content is professionally written and appropriate).
4. Relevance of the training to the feedlot industry and progression on career pathway.
5. Accessibility – ability, location and timing required to access and complete training.
6. Training course cost - cost vs training outcomes acquired.

**Responding to Questions**

There are 30 questions in total. Each question is linked to a specific Selection Criteria. Questions have been grouped within each Selection Criteria for ease of assessment. The space left under each question is only a guide to response length. Please use additional space/lines if required to ensure a thorough response.

**Submission process**

Please return your submission application online via the [**Training Provider Application Page**](https://www.feedlottech.com.au/training-provider-listing-application/) on the Feedlot TECH Website or email the application and supporting documents to [admin@feedlottech.com.au](mailto:admin@feedlottech.com.au).

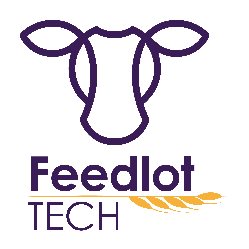
Training Reviews will be conducted on a biannual basis. Please submit your application as early as possible, to ensure your training is included in the next available review period.

**Supporting Documentation**

Please submit any supporting documentation about the training provider, training courses or offerings and any documents referred to in the Response Questions section.

This training review is being organised by the Australian Lot Feeders’ Association (ALFA), on behalf of Feedlot TECH and the Australian feedlot industry. An independent review panel is used to assess training against set criteria, with the results communicated by ALFA.

Please don’t hesitate to contact Feedlot TECH or ALFA if you have any questions regarding a Training Provider listing on Feedlot TECH or the application form.

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Email: [info@feedlots.com.au](mailto:info@feedlots.com.au)

Ph: 02 9290 3700

<https://www.feedlots.com.au/>

Email: [admin@feedlottech.com.au](mailto:admin@feedlottech.com.au)

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**Part A – Training Provider Information**

***Selection Criteria 1) Training Provider Quality, Capability and Governance - appropriate liability/indemnity insurance in place, own the IP of the Material/Training, qualifications and licenses, provider longevity, sustainability and consistency.***

1. Organisation contact information

|  |  |
| --- | --- |
| Training Provider/ Organisation name: |  |
| Address: |  |
| Contact individual(s): |  |
| Email: |  |
| Phone: |  |
| Website: |  |

1. How long has the organisation been providing training?
2. What is your current experience delivering training in the feedlot industry? (Please provide details)
3. Is the organisation registered as an RTO (Registered Training Organisation)? (RTO status is not essential for listing). If yes, please provide your RTO number.
4. If the organisation is an RTO, is a regulator audit report available and able to be submitted for review?
5. Does the organisation have liability and indemnity insurances in place? (Please provide details)
6. How does the organisation ensure sufficient numbers of trainers are available to deliver the training?
7. How does the organisation ensure trainers are appropriately qualified?
8. Do trainers have sufficient expertise in the course/training offering they are delivering? Please detail the requirements to be a trainer for the course.
9. Does the organisation agree to having their details listed in the training portal? Are there any copyright or regulatory issues or concerns that need to be considered? (Please provide details)

***Selection Criteria 2) Understanding of the audience - including LLN, course pre-requisites, technology limitation and considerations of students in rural and remote locations.***

1. Does training provided by the organisation consider individuals living and working in rural locations where technology and connectivity may be limited? (Please provide details)
2. Is there provision in place to support students requiring additional assistance, e.g. language, literacy and numeracy, individuals with disabilities? (Please provide details)
3. Is there an appropriate system in place for recording enrolments, student progress and training/assessment outcomes?
4. Are there any prerequisite requirements to undertake the course/training offering? (e.g. experience, access to workplace, access to equipment - Please provide details). Are there any other restrictions to the course?

**Part B – Training Courses Information**

***Selection Criteria 3) Training Materials Quality - measured through customer experience and satisfaction, quality of materials/content (up to date and regular training package review methods in place, professionally written and conveyed).***

15. Training Course/Offering Information:

|  |  |
| --- | --- |
| Training Course Title |  |
| Qualification/Course Code (If applicable) |  |
| Training Course Description/ Outline |  |
| Learning Outcomes |  |
| Date course was last updated |  |

1. Are appropriate training resources available for the course? (please provide any course resources or training materials if possible, and copyright details)
2. Is there a process for ensuring training resources are kept current and up to date? Please detail this process.
3. Is the training course content accurate?
4. Is the training validated by industry and reviewed in any way? Please give details of how/when this occurs.
5. Is there scope for the training to have a role for supervisors in mentoring and assessment?
6. Is client feedback available for this course? Please submit any testimonials available.
7. Have there ever been any client complaints lodged against the provider? If so, how were these managed?

***Selection Criteria 4) Relevance of the training to the industry and careers pathway.***

1. What is the average yearly enrolment in this course/training offering? (Number of students)
2. What is the average completion rate for this training?
3. Is there scope to recognise the role of consulting vets and nutritionists in the training? (if applicable)
4. Who is the intended audience for this training? What feedlot career level (Pre-entry/Entry, General Hand, Leading Hand, Supervisor, Management, Upper Management/Executive) and department (Livestock, Feeding and Milling, Administration, Maintenance and Environmental, Other areas) is the training suitable for? *Courses may be suited to more than one department or career level. If the training fits in another non-specified category, please provide details.*

***Selection Criteria 5) Accessibility - ability and timing required to access and complete training.***

1. How long (timeframe) does the training take to complete?
2. What is the main mode of training delivery? Is the delivery of the training flexible?
3. Can the training course be delivered nationally? If not, please specify locations where it can be delivered.

***Selection Criteria 6) Training course cost - cost vs training outcomes acquired.***

1. Course/Training offering cost

|  |  |
| --- | --- |
| Cost: | $ |
| Is there financial support, payment options or scholarships available? |  |
| Are there any group rates/feedlot discounts available? |  |

**Part C - Additional Feedback and Information**

(Optional) Please provide any additional information about your application, business/organisation and training courses that you would like to support your submission.

(Optional) Please provide any additional information, comments or feedback for ALFA and MLA regarding industry training, careers, Feedlot TECH or its initiatives.