



PHYSICAL RESOURCE REQUIREMENTS

1. Business facilities and resources - located at the school.

Business facilities and resources must include:

- Personal computers with office software and internet.
- Access to 'customer groups' within the school (plan and deliver projects in work teams within the school environment).
- Access to school WHS and risk management procedures.
- Key health and safety equipment and/or aids.

2. A simulated Tourism-related industry environment – located at the school.

The simulated industry environment must include:

- Access to customers and staff* from a diverse range of social and cultural groups, with whom the student will interact.
** Individuals who participate in simulated activities, set up for the purpose of assessment.*

NOTE: Binnacle Training provides a comprehensive suite of resources including:

- A simulated tourism company website ('Go! Travel') which has been designed specifically for assessment purposes and incorporates the Operating Policies and Procedures Manual (OPPM).
- Comprehensive scenario cards and interactive videos (specific to each assessment task).

3. Facilitating an Industry Discovery – at a Tourism-related workplace.

This must include:

- Students participating in a minimum of one (1) industry discovery day (e.g. Tourism-related), preferable in Semester 1, to experience an industry workplace where customer and staff interactions will be observed.

Additional Recommendation Only:

- Work Experience opportunity in a Tourism-related workplace for students to apply their skills in a real industry workplace.

If you are not currently meeting these PHYSICAL RESOURCE requirements, please describe (on Page 21 of the 'Binnacle Signed Agreement') - action(s) to be taken to ensure these are met prior to program delivery.

HUMAN RESOURCE REQUIREMENTS

1. Nominated Tourism & Business Program Deliverer(s):

Each Program Deliverer must:

- Be Business trained.
- Have undertaken a Tourism-related Industry Placement (forms part of Binnacle's Vocational Competence Update specific to this Dual Qualification Program).
- Be timetabled to the class every lesson.



Each Program Deliverer must:

- Currently hold, or will complete prior to student enrolment, the Certificate IV in Training and Assessment (TAE40116 or TAE40110*) qualification.

** Where you hold TAE40110, two new core units must also be held:*

- TAEASS502 Design and develop assessment tools (or equivalent); and
- TAELLN411 Address adult language, literacy and numeracy (LLN) skills (or equivalent)

- Demonstrate vocational competence. Complete a (free) non-accredited Vocational Competence Update (VCU)* specific to the Binnacle program/s they are delivering. VCU is a program-specific, online, non-accredited fast-track program designed for Binnacle Program Deliverers to demonstrate their current knowledge and skills specific to each unit of competency comprising the qualification(s) being delivered.

**** Teacher must first hold a prior VET qualification (Cert III or higher) and/or Degree in a Business/Tourism industry area and have undertaken a Tourism-related industry placement.***

- Complete their Binnacle Profile, which includes:
 1. Work History
 - Teaching history, specific to Business and/or Tourism
 - Industry related history, specific to Business and/or Tourism
 2. Industry Currency
 - Minimum of one Tourism-related industry visit plus one Tourism-related professional development activity, **per semester**.
 3. VET Currency
 - Minimum of one VET-specific professional development activity, **per semester**.

If you are not currently meeting these HUMAN RESOURCE requirements, please describe (on Page 21 of the 'Binnacle Signed Agreement') - action(s) to be taken to ensure these are met prior to program delivery.