



## Terms of Reference:

# Building an ASVET Community of Best Practice (ASVET CoBP)

### Purpose:

To create a structure that allows representatives of RTOs and ASRC involved in the ASVET Program 2016-2018 to come together to promote best practice, learn from each other and network.

The ASVET CoBP will provide a forum to establish benchmark definitions for best practice in providing education and training for people seeking asylum and refugees; identifying strategies to address existing and emergent challenges/issues. In addition the CoBP will aim to implement opportunities to network, share stories initiatives and resources that focus on identifying and establishing a model of continuous improvement best practice.

The ASVET CoBP will also assist in identifying linkages and opportunities for collaboration on new projects and shared initiatives. These projects/initiatives will aim to raise awareness and increase practitioner knowledge and understanding of the specific education and training needs of people seeking asylum and refugees.

### Representation:

<b>ASRC ( host organisation)</b>	<b>2 representatives</b>
<b>DET</b>	<b>1 representative</b>
<b>TAFE Victoria</b>	<b>1 representative</b>
<b>TAFE Sector</b>	<b>4 representatives</b>
<b>Private RTOs</b>	<b>1 representative</b>
<b>Learn Locals</b>	<b>2 representatives</b>
<b>Co-opted member</b>	<b>As required</b>

### Terms of Reference:

- To provide a structure that allows for the promotion of best practice.
- To share initiatives, challenges and responses that lead to best practice outcomes.
- To identify opportunities for collaboration on projects and new initiatives.
- To report on progress and developments and to build networks.

In the establishment phase the ASRC will act as the secretariat of the ASVET CoBP. This role will include hosting the meetings, distributing the minutes and actions arising from meetings and uploading relevant information on to the ASVET ASRC webpage.