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Progressing findings of the Digital and Tech Skills Working Group (Earn While You Learn) Activity Technical Committee Terms of Reference

Background

The Future Skills Organisation (FSO) is an independent, industry-led organisation established by the Australian Government to provide industry with a stronger, more strategic voice in ensuring Australia's vocational education and training (VET) sector delivers better outcomes for learners and employees across the finance, technology, and business (FTB) sectors.

Industry engagement sits at the heart of the success of the FSO, including the ability to collaborate effectively with industry, employers, unions, training providers, federal, state & territory government, the other nine JSCs (Jobs and Skills Council) and Jobs and Skills Australia (JSA).

The Activity Technical Committee Terms of Reference outlines the purpose, objectives, scope, governance, and reporting structure of the committee. The purpose of this technical committee is to validate the findings of the Interim and Mapping Report whilst consolidating feedback and recommendations for the implementation of an EWYL model to be piloted by industry.

Purpose

The Earn While You Learn (EWYL) Project is reviewing and mapping a small number of existing qualifications and non-accredited courses to provide recommendations for updating and scaling them to ensure high-quality, sustainable and diverse pathways for learners and employers. This project is based on the work coming from DEWR's Digital and Tech Skills Working Group. It is envisaged that this project is the first phase of a larger piece of work that will lead to EWYL trials and further recommendations to Government.

This initial part of the project will provide recommendations:

- On the alignment of existing qualifications that are being delivered as traineeships.

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- What changes to existing qualifications and delivery models could be made to trial and implement the findings.
- Other findings that can support an increased uptake of digital traineeships and other EWYL pathways.

The EWYL Technical Committee is required to support this work by reviewing recommendations and validating understandings and interpretations resulting from this initial project.

Commitment required for this Technical Committee.

1. Attend meetings/workshops to share input and contribute expertise on the development of an EYWL Model.
2. Provide formal feedback as part of workshop objectives.
3. Agree to be a secondary touch point as required or directed.

Objectives

The Technical Committee members will advise FSO on project feedback that includes:

- What digital job roles would suit an EWYL model?
- What are the barriers to increased employer uptake of EWYL models?
- What types of candidates are suitable for digital EWYL roles?
- What types of candidates are most preferred for digital EWYL roles?
- What type of preparation activities would support candidates and employers to better engage in digital EWYL?
- What would it take to get your organisation to use or increase uptake of digital EWYL?
- Which additional stakeholders should be included in the consultation strategy.

As well as:

- Evaluate pilot options: Develop actionable recommendations for creating a scalable and sustainable digital EWYL program model.
- Blueprint: Develop an employer capability framework 'Blueprint' that will support the pathways model.
- Evaluate the feasibility of the pilot pathways:
 - Employer led pathway.
 - Learner led pathways
 - Potential for an FSO blended program incorporating employer-led and learner led elements.

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• **Structure**

The Technical Committee will be governed by the following structure:

- An appointed Project Lead will provide project management to the Committee.
- The Committee will convene virtually as determined by the requirements of the activity.
- Participants will be invited by the FSO Executive Team to join the Committee based on the following considerations:
 - Their organisation's operation and influence in their relevant industry.
 - Knowledge & expertise in the Digital sector, workforce insights, and capabilities – current and future environment.
 - Diversity of experience.
 - Representation from a cross-section of organisations
- Due to the consultative nature of the Committee, a quorum is not required for meetings to proceed, however, if you are unable to attend and would like to nominate a proxy, please contact the Project Manager: Marco Millalongo: marco@futureskillsorganisation.com.au

The Technical Committee's administrative functions, session facilitation, and coordination will be overseen by the FSO.

Conflict of Interest

To ensure transparency, accountability, and the highest ethical standards, this term of reference aims to establish clear guidelines and procedures to identify, disclose, and appropriately manage conflicts of interest that may arise during any engagement, project, or undertaking within our organisation. By addressing conflicts of interest proactively, we strive to maintain the trust of all stakeholders and uphold the organisation's commitment to ethical conduct and sound governance.

Technical Committee members are required declare any potential conflicts of interest (in accordance with the JSC Code of Conduct) for recording using the [FSO Conflicts of Interests Register form](#).

Values

The FSO core values are curious, ambitious, accountable, and better together. Combined with base level professional principles of respect, inclusion and collaboration, the Technical Committee will reflect these values in how it conducts its business and works together as a team.

Code of Conduct

As per the JSC Grant Agreement, Technical Committee members are required to adhere to the JSC Code of Conduct.

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Intellectual Property

Title in and ownership of all Foreground IP (i.e. IP that is created as part of FSO's work) will belong to the Commonwealth. Members of the Technical Committee will not be able to make any IP claim on any project or decision they take part in.

Privacy and Confidentiality

Permission will need to be provided to publish Technical Committee Information details on the FSO website project page. Technical Committee members will be required to act confidentially in all matters as discussions may impact broader networks.

Declaration

To be completed once appointment is confirmed.

I have read and understood the documents noted below (please indicate your acknowledgement)

- [Jobs and Skills Council Code of Conduct](#)
- [FSO Conflict of Interest Policy](#)
- [Jobs and Skills Council Integrity Framework](#)
- [Training Package Products Development and Endorsement Process Policy](#)

Acceptance of Terms of Reference

Signature

Print Name

Organisation

Date: