



2010 AgriFood Skills International Fellowship

AGRIFOOD
SKILLS AUSTRALIA



www.agrifoodskills.net.au

AgriFood Skills Australia provides strategic leadership in skills, training products and workforce innovation for the \$200 billion national agrifood industry.



**International
Specialised
Skills
Institute**

www.issinstitute.org.au

The International Specialised Skills Institute Inc is an independent, national organisation that for over two decades has worked with Australian governments, industry and education institutions to enable individuals to gain enhanced skills and experience in traditional trades, professions and leading-edge technologies.

At the heart of the Institute are our Fellows. Under the Overseas Applied Research Fellowship Program the Fellows travel overseas. Upon their return, they are required to pass on what they have learnt by:

1. Preparing detailed reports to government departments, industry and education institutions.
2. Recommending improvements to accredited educational courses.
3. Delivering training activities including workshops, conferences and forums.

Over 180 Australians have received Fellowships across many industry sectors.

In addition, recognised experts from overseas conduct training activities and events. To date, 22 leaders in their field have shared their expertise in Australia.

AgriFood Skills Australia and the International Specialised Skills (ISS) Institute Inc are offering three (3) international Fellowships in the amount of \$10,000* each.

These Fellowships aim to promote the acquisition of higher-level skills and an appreciation of international best practice in the Australian agrifood industry. They are intended to examine innovative approaches that demonstrate potential benefits for, and application in, Australia

Three (3) Fellowships are available. Applications are open to people Australia-wide in the industries covered by AgriFood Skills Australia.

Agrifood Industry

The agrifood industry encompasses rural and related industries, food processing (including beverages, wine and pharmaceuticals), meat, seafood and racing. These industries generate more than \$200 billion a year and employ up to 880,000 people.

Applications close at 4:00pm on Monday, August 30, 2010.

AgriFood Skills Australia seek to work with the successful recipients upon their return to share and publicise the learnings and recommendations from their research.

Applicants are recommended to read AgriFood Skills Australia's Environmental Scan for a strategic context of the agrifood skills sector prior to submitting their application:

<http://www.agrifoodskills.net.au/publications/environmental-scan-2010/>

* The successful applicants (Fellows) each receive a maximum of \$10,000 towards their Fellowship costs. Any expenses in excess of this amount must be borne by the Fellow.



Application Form

Page 1

Name of Fellowship (Please see cover page of this document)

Employer Endorsement

(Must be signed by CEO, Director or Senior Manager)

I endorse (name of applicant)

to participate in the overseas Fellowship and agree to support the Fellow in meeting the obligations of this Fellowship program including, but not limited to:

- Departing for overseas travel within twelve (12) months of being awarded.
- Providing a detailed report that adheres to the Institute guidelines within four (4) months of returning from overseas travel.
- Acting as, or providing a report writing mentor to the Fellow.

Name of Endorser

Position

Phone

Email

Signature

Date _____

Applicant Details

Title (Mr, Mrs, Ms, other) _____

Last Name _____

Given Names _____

Occupation _____

Business Name _____

Business Address _____

Business Email _____

Home Email _____

Phone (Work) _____

Phone (Mobile) _____

Phone (Home) _____

Fax _____

Home Address _____

Signature _____

Date _____



Application Form

Page 2

Attach Three (3) Letters of Support

(These are not personal references)

Letters of Support must come from the following:

- The Industry Skills Council/s appropriate to your field of application (see www.isc.org.au)
- Relevant peak industry body e.g. Victorian Automobile Chamber of Commerce (VACC)
- Firms, government agencies and/or professional associations

If you need assistance please call our office and we will happily put you in touch with the relevant organisations.

CHECKLIST

- I have read the relevant Conditions of Entry
- I have read the relevant Selection Criteria
- I have included my 'Aim of Proposed Fellowship' list, 'Skills Deficiencies of Proposed Fellowship' list, 'Benefits to Applicant' list, three (3) Letters of Support and my Curriculum Vitae
- I have included three (3) extra copies (4 copies in total) of this form and all additional requested material in hard copy format

Mail your application form plus three (3) extra copies (4 copies in total) to:

ISS Institute
101/685 Burke Road
Camberwell 3124
Victoria Australia

P +61 3 9882 0055
W www.issinstitute.org.au

Aim of Proposed Fellowship

Please attach a list in point form of the aims of your proposed Fellowship and its benefits to Australia. See example of one aim below.

Aim: To establish a fundamental understanding and the impacts of current International best practice waste management and maintenance.

Benefit: Implementing these best practices in Australia will increase productivity and reduce associated wastage costs within the industry.

Skills Deficiencies of Proposed Fellowship

Please attach a list in point form of the specific skills deficiencies that will be the focus of your proposed Fellowship (a 'skill deficiency' is where a demand for labour has not been recognised and where accredited courses are not available through Australian higher education institutions).

After each point please expand on each of your skills deficiencies. See example of one skill deficiency below.

Skill Deficiency: Lack of knowledge regarding current International best practice waste management and maintenance:

- Examine techniques for the removal of water-based paint from filler in spray booths.
- Understand the latest methods for cleaning spray equipment.
- Assess colour spray waste disposal.
- Determine filler maintenance and replacement protocols in respirators and spray booths.
- Research new safety equipment and technologies.
- Explore storage, disposal and recycling of waste products.

Benefits of Proposed Fellowship

Please attach a brief list of the benefits that your proposed Fellowship will provide to your professional and personal development.

Curriculum Vitae*

Attach your curriculum vitae (resume) including your qualifications and any relevant memberships.

* Please note that it is not necessary to hold a formal qualification in your chosen field of application. Your CV is used to ascertain your level of experience and interest in the field of application and will not be used as selection criteria.



Applicant Guidelines

Who can Apply?

- All Australian residents of 18 years of age and over unless otherwise stated on the cover page of this document
- Employees from either the private or public sectors or applicants who may be self-employed
- Persons with significant and ongoing expertise in their field of application who have established networks related to their field
- Please see 'Selection Criteria' and 'Conditions of Entry' below for more information

How to Apply

- Check that your chosen field of application is included in one of the industries listed on the cover page of this document
- Fill in page 1 of the application form and attach it as a front cover to your attached material
- Provide all additional requested information
- Complete the checklist

Selection Process

- Each submission will be evaluated by senior Institute team members
- Short-listed applicants are then interviewed by a selection panel of members, including the Fellowship sponsor, industry representatives, and members of the Institute's team
- Interviews may be conducted in person or by teleconference
- The selection panel's decision is final and binding, and given the number of applications we receive we are unable to provide feedback on individual applications
- Each applicant will be advised of the outcome of their application. Fellowship recipients are awarded their Fellowship at a formal presentation held each year

Selection Criteria

- A willingness to learn and share skills with others
- Clear written and oral communication skills

Conditions of Entry

1. Applications must be received by the Institute before the closing date indicated on the cover page of this document
2. The applicant must have employer endorsement to undertake the Fellowship
3. Applications must include three (3) letters of support as per the application form
4. The applicant agrees to the duration of the overseas component of the Fellowship being approximately two to three (2–3) weeks
5. Upon notification, the successful applicant (Fellow) agrees to enter into a contractual agreement with the Institute to ensure the Fellowship requirements are met
6. A detailed report is to be written by the Fellow based on their application and the identified skills deficiencies, aims and benefits to Australian industry highlighted within
7. The final report is to be received by the Institute within four (4) months of the Fellow's return from overseas
8. The Fellow agrees to act as a representative of the Institute while participating in the Fellowship Program
9. The Institute panel's decision is final and binding and no correspondence will be entered into

Enquiries

- If you have any questions please contact us on the phone number or email below and/or read the [FAQs](#) on our website

ISS Institute
101/685 Burke Road
Camberwell 3124
Victoria Australia



P +61 3 9882 0055
E fellowships@issinstitute.org.au
W www.issinstitute.org.au