

Industry engagement planning tool for individuals



A planning guide for trainers and assessors in automotive and mining Vocational Education and Training contexts.

Part of the AUSMASA Trainer and Assessor VET Career Framework

About this tool

Industry engagement is not a compliance activity. It is how you stay connected to the work your students are preparing for and how your training remains relevant to what is happening in automotive and mining workplaces. Feedback from consultations consistently identified industry engagement as one of the most important yet undervalued dimensions of the trainer and assessor role.

This tool is a practical planning tool. It is not a compliance record and is not designed to be submitted. Use it to think clearly about your industry connections, what you are doing to maintain currency and where the gaps might be.

Your organisation may have its own requirements for recording industry engagement under the Standards for Registered Training Organisations 2025 (2025 Standards). This guide is separate from those requirements and sits alongside them.

What does industry engagement mean?

Industry engagement covers a wide range of activities. Consultation indicated that many trainers and assessors' default to a narrow view. For example, they may rely only on an occasional site visit or a phone call and fail to recognise the full range of ways they are already connected to industry, as well as the opportunities they are missing.

Industry engagement may include:

- maintaining contact with employers, former colleagues and industry networks
- attending industry events, trade shows, conferences and technical updates
- visiting workplaces to observe current practice first-hand
- inviting industry contacts to contribute to delivery as guest speakers or observers
- keeping up with original equipment manufacturer (OEM) training, licensing changes and emerging technology in your vocational area
- participating in validation or assessment review with industry representatives
- contributing to Training Advisory Groups (TAGs) or Industry Advisory Groups (IAGs)
- undertaking return to industry placements or short-term secondments
- codesigning training and assessment approaches with employers
- reading industry publications, following sector news and monitoring regulatory changes.

Not all of these will be available or relevant at every career stage. What matters is that industry engagement is deliberate, regular and genuinely informs you how you deliver and assess.

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Industry engagement across career stages

Feedback from consultation identified that the nature and depth of industry engagement change as trainers develop. The table below describes the typical industry engagement at each career stage. Use it as a reference point, not a checklist.

Career stage	What industry engagement looks like
New entrant	<ul style="list-style-type: none"> • Maintaining and drawing on your existing industry contacts and relationships • Attending industry events and keeping up with sector news and updates • Talking to current trainers in your field about what is changing • Inviting industry contacts as guest speakers or observers in your delivery • Keeping up with OEM updates, licensing changes and technical developments relevant to the units you deliver
Established	<ul style="list-style-type: none"> • Conducting or arranging workplace visits to see current industry practice firsthand • Building relationships with employers and industry contacts beyond those you already know • Attending relevant industry or sector events and conferences • Participating in validation activities with industry representatives • Beginning to identify where your knowledge may be drifting from current industry practice and taking steps to address it
Advanced	<ul style="list-style-type: none"> • Participating in Training Advisory Groups (TAGs), Industry Advisory Groups (IAGs) or similar consultative bodies • Undertaking structured return-to-industry placements or short-term secondments • Co-designing training and assessment resources with industry partners • Facilitating knowledge transfer from industry subject matter experts to newer trainers • Building and maintaining a broader network of industry contacts across the sector
Expert	<ul style="list-style-type: none"> • Contributing to industry advisory and peak body discussions that shape training and assessment • Driving shared-resource models and industry-registered training organisation (RTO) partnerships • Representing vocational education and training (VET) and advocating for its value within industry networks • Mentoring others in how to build and maintain industry currency • Influencing training package development through active industry engagement

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Where are you now?

Before planning, take a few minutes to reflect on your current industry engagement and where you sit in your own career journey. The prompts below are designed as a starting point for that reflection.

Your industry connections

Who in industry do you currently have a genuine working relationship with? How current and active are those relationships?

The vocational currency

How current is your knowledge and skill in the vocational areas you deliver and assess? Where has the industry moved since you last worked in it directly? What has changed in technology, regulation, equipment or practice?

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Your engagement activities

What industry engagement have you undertaken in the past twelve months? Is it sufficient? Is it genuinely informing your delivery and assessment, or has it become routine?

Your gaps

Are there areas in your delivery where you feel less connected to current industry practice? What are the barriers to engaging more actively (time, access, organisational support, geography)?

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Your industry engagement plan

Use the prompts below to identify specific things you want to do over the next planning period to strengthen your industry engagement. Be realistic about what is achievable alongside your delivery commitments. Below are starting points.

Maintaining existing connections

Which existing relationships do you want to invest in more actively? What will you do and by when?

Building new connections

Are there employers, industry bodies or networks you want to connect with that you currently have no relationship with? How will you make those connections?

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Updating your vocational knowledge

What specific technical or industry knowledge do you need to update? What activities will help: a site visit, OEM training, attending an industry event, or a short return to industry placement?

Contributing to industry

Are there ways you could contribute to industry beyond your classroom, advisory groups, validation panels, industry events, or supporting colleagues to build their industry connections?

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Activity record

Use this section to record your industry engagement activities as you complete them. This is your own record and supports reflection. It can also be drawn on when your organisation requires evidence of industry currency under the 2025 Standards.

Types of activity to record:

- site visits and workplace observations
- industry events, conferences and trade shows
- OEM or manufacturer training and updates
- guest speaker arrangements or industry visits to your RTO
- TAG or IAG participation
- return to industry placements or secondments
- validation or assessment review with industry representatives
- informal contact with industry colleagues that meaningfully updated your knowledge
- reading industry publications or completing OEM online training.

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Activity	Type	Date	What I gained or applied	Evidence

A note on currency evidence

The 2025 Standards require your RTO to ensure trainers and assessors maintain an understanding of current industry practices relevant to the training they deliver. How that evidence is collected and stored is your organisation's responsibility, not yours alone.

Talk to your manager about what records your organisation needs and how this guide can support that process.

What this guide adds is a personal planning layer—helping you think proactively about currency rather than treating it as a documentation exercise after the fact.

Review

At the end of your planning period, use these prompts to reflect on what you have done and what has changed.

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What industry engagement activity had the most impact on your practice? What made it useful?

Where did your engagement not go to plan? What got in the way?

Has anything shifted in how you think about your industry connections or your vocational currency?

What do you want to focus on in the next planning period?

Learn more about the Trainer and Assessor VET Career Framework

Explore more practical tools, guides and resources supporting VET capability, wellbeing, industry engagement and career development