Professionalising Adult Educators
IAL’s Perspective

Shared by: Koh Tat Suan, D/LPDD
Date: 23 Oct 2013
IAL CORPORATE VIDEO

HTTP://WWW.YOUTUBE.COM/WATCH?V=TQO3E4VOPIW
**VISION**  
To be the National Centre of Excellence in Learning, Practice and Research

**MISSION**  
To raise the Capabilities of CET Professionals to Enhance Workforce Learning and Workplace Performance

IAL contributes to the competitiveness of Singapore by developing an effective, innovative and responsive Continuing Education and Training (CET) sector that is able to meet the needs of industries and the Singapore workforce.
IAL’S OFFER OF FORMAL AND INFORMAL PROFESSIONAL DEVELOPMENT PATHWAYS

Beginners
- Workplace Trainer Programme

Advanced Practitioners
- Advanced Certificate in Training & Assessment
- Diploma in Adult Continuing Education
- Master in Training & Development

Expert Practitioners
- Master of Art in Lifelong Learning
- Master class Series
- Adult Learning Symposium
- Special Interest Groups
- Seminars
- Workshops
- Virtual Learning
- Higher Order Learning
- Education Technology
- Research
- CET Functional Skills, CET Leadership

Institute of Adult Learning
Singapore
TAE PROFESSIONAL COMPETENCY MODEL

**Industry Sector Specific Competencies**

- Adult Education
  - Analysis
  - Design
  - Development
  - Delivery
  - Evaluation & Assessment

- Training Management
  - Training & Adult Education Consultancy
  - Training Organisation Leadership & Management
  - Curriculum & Programme Management
  - Training Administration & Operations
  - Quality Management
  - Training & Learning Technology Management

- Human Resource Development
  - Human Resource Development Planning & Implementation
  - Organisational Development
  - Learning & Development
  - Talent Management

- Workforce Development
  - Workforce Development Research
  - Workforce Development Policy Formulation
  - Workforce Framework Design & Development
  - Workforce Programmes Implementation
  - CET Quality Assurance
  - Employment Facilitation

**Inter-Mobility**

**Professional Values and Ethics**
- Committed
- Aware
- Personal
- Aspirational
- Evolutionary
- Innovative
- Principled

**Personal Foundational**
- Personal Learning Excellence
- Engagement in CET
- Human Capital & Workforce Fundamentals
- Globalisation & Future Orientation Management

**Horizontal**
- Strategic Planning & Implementation
- Finance
- Intellectual Property Management
- Technology Management
- Project Management
- Business Negotiation
- People Management
Providing end-to-end solutions to our partner clients

Continuous Improvement Cycle within the CET Sector

Research
• Learning Effectiveness
• Skills Performance & Productivity
• Innovation & Evaluation

Consultancy
• Training Needs Analysis / Road Maps
• Framework / Qualifications Development
• Competency Map Design & Development
• Programme Contextualisation / Customisation
• Benchmarking / Training Audit

Research
• Continuous Professional Development (CPD)
• CET Professional Framework
• Outsourcing
  • E-learning design and development
  • Training management
  • Curriculum Design
  • Content Development
  • Audit / Assessment
THE BIG PICTURE: CONNECTING WITH THE IAL MISSION

QUALITY WORKFORCE DEVELOPMENT

QUALITY ADULT EDUCATORS TRAINED BY IAL TO SUPPORT WSQ TRAINING PROVIDERS

HIGHLY SKILLED AND PROFESSIONAL ADULT EDUCATORS

SCREENING & INDUCTION PROGRAMME

PERFORMANCE MANAGEMENT SYSTEM

CONTINUOUS PROFESSIONAL DEVELOPMENT

MANAGEMENT SUPPORT AND PROFESSIONAL DEVELOPMENT

IAL as CETC

## AE DEVELOPMENT IN IAL

### JOB OPPORTUNITIES
- Facilitator
- Assessor
- Curriculum developer
- Practicum/ Capstone Supervisor
- AE Specialist
- AE Mentor
- iTeam Leader

### COMPETENCIES
- Skills, knowledge and attitude required for the excellent performance of roles and functions

### WORK REVIEW
- Appraisal and ratings of performance
- Identification of areas of:
  - Excellence
  - Required improvement

### PROFESSIONAL DEVELOPMENT
- Taking responsibility for self-development
- Capability development and capacity building

AE COMPETENCIES: SKILLS & KNOWLEDGE

**KNOWLEDGE**

**Training Areas**

- Subject content and curriculum
  - Courses
  - Understudy
  - Mentorship

- Monthly updates
- Courses/Briefing

**Manpower and CET policies**

- Rationale and philosophy

**Educational Psychology & Theories**

- K construction and skills acquisition,
  - Curriculum theorising

- Courses
- Self study
- CoP

**Development in CET and Industries**

- Trends and practices

**SKILLS**

- Andragogy
  - Using various facilitation techniques and training approaches

- Monthly updates
- External collaboration
- Job expansion (iTeam)

**Courses**

- Understudy
- Mentorship
CONTINUOUS PROFESSIONAL DEVELOPMENT PLAN

**Professional Practice**
- Application of learning technologies
- Facilitation skills
- Active learning

**Reflective Practice**
- Professional Identity
- Training effectiveness
- Learner engagement

**Peer Learning (CoP)**
- Video-enabled peer feedback
- Lesson understudy/peer coaching
- CPD exchange programme

**PD Observations**
- Pre-observation activity
- Observation
- Post observation activity
KEY OUTCOMES

QUALITY LEARNING
• Create positive learning environment.
• Use learner-centric and innovative facilitation techniques

LEARNER SUPPORT
• Provide necessary guidance and support
• Determine current and future learner-needs

CONTRIBUTION TO IAL
• Participate actively in IAL’s initiatives and duties
• Expanding job scope and role

PROFESSIONAL DEVELOPMENT
• Engage in continual learning
• Provide peer guidance; be a critical friend
• Participate in Community of Practice
THANK YOU