# Training package: A facilitator’s guide

## Acknowledgements

Our Watch acknowledges the Traditional Owners of the land across Australia on which we work and live. We pay our respects to Aboriginal and Torres Strait Islander peoples past and present.

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## Introduction

Many people know that violence against women and gender diverse people is a serious issue, but there are many myths and misunderstandings about what drives violence and how we can prevent it. It’s important to train leaders, managers and staff across the TAFE about these drivers so they can support efforts to achieve gender equality and respect. This will help create a shared understanding of what to address and key steps to take, and make sure that everyone is equipped to respond to questions, concerns and feedback. This training package helps TAFE introduce senior leaders, educators and education leaders, administrative staff and the implementation taskforce members to Respect and Equality in TAFE.

## How to use the training package

This guide – and the PowerPoint presentation slides – contain all the information you need to deliver the Respect and Equality in TAFE capability training packages. The training packages have been designed so that a skilled facilitator can tailor content and delivery for their TAFE. TAFEs can also bring in external facilitators to support the delivery of the training.

There are three separate PowerPoint presentations, tailored for:

1. The **Respect and Equality in TAFE Taskforce and leaders** responsible for developing a whole-of-TAFE approach to preventing violence against women and gender equality.
2. **Administrative staff**, including human resources, student services, counselling and security.
3. **Educators and education leaders**, including those responsible for practical placements and curriculum development, and professional development coordinators.

Each PowerPoint includes notes that cover:

* learning outcomes
* suggested timing
* instructions for individual and group activities
* hyperlinks to additional information and supporting resources
* suggested areas to tailor content for your TAFE.

How you deliver the content in the PowerPoint slides is entirely up to you. You may choose to deliver content in a focus group or a classroom, through engaging and dynamic online learning opportunities, or in a workshop.

## Overall learning outcomes

After this workshop, participants will:

* have a greater understanding of the types, prevalence and drivers of gender-based violence.
* Have a better understand the role of TAFEs in preventing violence against women, including the whole-of-TAFE approach.
* Have a better understanding about what they can do in their own role to actively support Respect and Equality in TAFE.

## Prior to delivering the training

Facilitators should:

* Review all slides, checking for notes that alert you to sections that require tailoring.
* Include your TAFE’s branding on the slides, including images you’d like to add.
* Review *Respect and Equality in TAFE: Building a TAFE environment that promotes gender equality and respect*, *Promoting gender equality: A practice guide for TAFE educators* and *Key messages* on the [*Respect and Equality in TAFE* website](http://www.respectandequalityintafe.org.au/) for any additional information you would like to add.
* Read up on some of the supporting resources listed in *Respect and Equality in TAFE: Building a TAFE environment that promotes gender equality and respect* if you feel you need more information about the primary prevention of violence against violence.

Table : Time required for training

|  |  |  |  |
| --- | --- | --- | --- |
| Topic | Respect and Equality in TAFE Taskforce and leaders | Administrative staff | Educators and education leaders |
|  | **Approximate duration** | **Approximate duration** | **Approximate duration** |
| Opening | 10 minutes | 10 minutes | 10 minutes |
| Topic 1: Understanding the challenge – introduction to violence against women. | 70 minutes | 60 minutes | 60 minutes |
| Break | 10 minutes | 10 minutes | 10 minutes |
| Topic 2: Face the challenge – primary prevention in a TAFE setting. | 40 minutes | 30 minutes | 30 minutes |
| Topic 3: Own the challenge – supporting Respect and Equality in TAFE. | 50 minutes | 30 minutes | 30 minutes |
| Total | 3 hours | 2 hours | 2 hours |

Please note that there is overlap between Topic 1 and Topic 2. content in the three sessions. Facilitators should keep this in mind if they are making changes in one session, to ensure these changes are carried over into the other two sessions.