

Individual

Trainee of the Year

The Trainee of the Year award is presented to an individual who is undertaking a traineeship and has been outstanding in all aspects of their training.

Eligibility criteria

You must:

have completed or be due to complete your traineeship (i.e., contract end date) in the period from 1 September 2022 - 31 August 2023 and training course that leads to a nationally recognised outcome or qualification relevant to the Trainee of the Year Award

have a contract of training registered with your relevant state training authority

nominate in the state or territory where your contract of training is lodged

be an Australian citizen or a permanent resident of Australia.

2023 state winners of this category are automatically nominated for the Australian Training Awards.

Preparing your application

Section A: Overview

This information will **not** be considered or used for judging purposes, but it may be used as your summary throughout the Awards process.

Provide a short overview covering a description of the qualification you are enrolled in, your registered training organisation, and employer and host employer (if applicable) as well as your reason for choosing the industry and training path.

(limit: 300 words)

Section B: Applicants will be judged against the following criteria

Criterion 1: Career and study achievements

Criterion 2: Team and communication skills

Criterion 3: Ability to be an ambassador (representative) for training in Australia

Criterion 4: Other qualities and pursuits

Addressing the criteria

In your application, you must present information in a way that clearly addresses each award criterion.

The judging panel will look for evidence of how your training has contributed to your career and study plans, the development of your skills and your achievements to date, as well as any way in which your training may have helped you to achieve in other areas and/or pursuits, or to develop new qualities.

The dot points listed under each criterion give you an idea of what to include in your application.

Criterion 1: Career and study achievements

Consider things such as:

why did you choose your course

how has it changed or impacted on you

what have you gained from it

what have you been able to bring to your workplace.

(limit: 400 words)

Criterion 2: Team and communication skills

Consider any skills you have developed through your training, such as:

what you tell others, family, work mates, friends, employers etc about your training

what you like about working in a team setting

what traits you think are important to positively influence others.

(limit: 400 words)

Criterion 3: Ability to be an ambassador (representative) for training in Australia

Tell us about and provide examples of:

where you have taken a leadership role inside or outside of work

other activities have you been involved in where you have been a representative

how you would describe the quality of your training.

(limit: 400 words)

Criterion 4: Other qualities and pursuits

You may wish to include information about:

how you had to address any challenges that have impacted your training

when you have been required to use initiative - either in your training, your personal life, or your workplace

other qualities you have or activities you have undertaken that you feel would be useful in your role as Trainee of the Year

other community or industry involvement you have had.

(limit: 400 words)

Attachments

Up to five (5) single sided A4 page attachments are permitted, with each attachment to be provided at a 100 per cent ratio, one document per page. Attachments can be a letter, certificate, qualification, written reference from your employer and/or lecturer, testimonial or photograph etc. They can add real value to your application and support you to evidence your success.

Attachments **must be** referenced in your application. No multimedia items or discs will be accepted, and **any material exceeding the maximum number of attachments (5) will not be considered.**