



## VESSEL OPERATIONS ASSESSMENT PATHWAYS PROJECT



# DRAFT COXSWAIN ASSESSMENT TEMPLATE APPROVED BY THREE STATES

June 2005

**A nationally agreed approach to the assessment of Coxswain's Certificates of Competency is now within reach. The Vessel Operations Assessment Pathways Project has achieved consensus between Marine Safety Authorities, State Training Authorities, and Registered Training Organisations that will be formalised in Memoranda of Understanding and the use of a template for documenting and approving assessment strategies for Coxswain units.**

### A consultative process

Endorsement of Coxswain assessment protocols by WA, SA and Tasmania was a significant milestone in the 3rd stage of the VOAP Project managed by the Australian Seafood Industry Council and funded by the Dept of Education, Science & Training.

For the past six months, Marine Safety Authorities and Registered Training Organisations in WA, SA and Tasmania have been involved in the trial and review of a draft protocol for assessment of units leading to a Coxswain Certificate of Competency.



*The Steering Committee visited the Huon Aquaculture Company when meeting in Hobart. From left, David Wood, Brad Armstrong, Francis Bender, Lisa Davies, Rory Byrne, Elizabeth Owers, Grant Carnie, Ross Ord, Mike Traynor, Phillip Evans & James Garde*

The project has involved several phases of trialling and reviewing a draft template that has identified assessment methods against performance criteria within Coxswain units.

Feedback was incorporated in each draft and the amended documents were distributed for comment by all States and the NT.

### Fine-tuning the assessment protocols

The trial of assessment protocols continued during April to June, incorporating feedback from Stage 2.

Stage 2 had identified primary assessment methods for each performance criterion within the Coxswain units of competency. The primary assessment methods were defined as those that provide the majority, if not all, of the assessment evidence required.

During Stage 3, participating RTO's mapped their assessment methods against the agreed primary methods, noted any divergence and listed additional assessment methods.

This allowed for identification of secondary and tertiary assessment methods needed to support primary assessment methods where primary methods alone did not provide sufficient evidence.

Feedback and the additional assessment methods were moderated at workshops held in Perth, Adelaide and Hobart in early June and the results were incorporated in the draft assessment template that was signed off by the MSA's and participating RTO's.

Comments on the draft assessment protocols were then sought from other State and Northern Territory MSA's, State Training Authorities and approved RTO's as well as the National Marine Safety Council.

The template now allows an RTO to build an assessment strategy that will meet with MSA approval, and also to map its assessment strategy onto the template and submit the document for approval by the MSA.

The Assessment Template must be used with a Memorandum of Understanding between the MSA and approved RTO's.

TDMMH1202A Plan and navigate a short voyage within inshore limits										
Element	Performance Criteria		Written assessment	Activity Book	Workplace training Log	Verbal assessment	Practical demonstration	Third party report	Assignment	Training Program
	Primary	Secondary								
Use a navigational chart	Coastal navigational charts are correctly used to plan a safe route and identification of coastal features, lights, buoyage and navigational hazards									
	The compass course to steer between two points is estimated									

*An example of the Assessment Template. An RTO would indicate the assessment method used for each performance criterion by ticking the appropriate box.*

### Other Stage 3 outcomes

Other outcomes of the final round of State workshops included the terms and contents of Template User Guidelines, a summary of the type of assessment tools required, and guidelines for the use of the Template in conjunction with the Memorandum of Understanding (MoU).

The MoU between the State MSA and approved RTO will require the RTO to comply with AQTF and the training requirements of "Part D" of the NSCV or the USL code, retain assessment evidence, provide a statement of attainment or qualifications against prescribed Coxswain units, and conduct practical assessments in an approved training vessel.

The MoU will also include a clause requiring that assessment of Coxswain units conform to the Assessment Template.



*Left to right, Lisa Davies, Elizabeth Owers & David Wood discuss the faring practices of the Huon Aquaculture Company.*

### Common assessment tools

The assessment tool summary defined the various tools within the assessment template and outlined how they could best be managed in an assessment environment.

The primary assessment tools include activity books, a bank of questions/exams, and practical assessment check sheets.

### Where to in Stage 4?

The Assessment Template will be evaluated against the outcomes of the Maritime Training Package review.

Where performance criteria move, the template mapping (colour ranking) will move with the criteria.

Where performance criteria change or are added to the VOAPP template, participating members will have the opportunity to moderate how they assess these new criteria.

### More information:

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