

## Early intervention

## to improve training

Upgrading the training skills of staff and the course materials used by the Edwards Computer Foundation (ECF) in Vanuatu was the role of Queensland volunteer Lynn Zelmer in June this year.

The ECF is a small computer skills training organisation based in Vanuatu, with a remote training centre in Santo. The Vanuatu government has recently introduced legislation requiring all training organisations to become registered with the Vanuatu Training Council under the Vanuatu Quality Training Standards. The ECF was therefore seeking to begin a gradual process of improving their staff's skills so that ECF will be able to meet these requirements.

Lynn's assignment addressed issues such as:

- Developing course materials and informal staff mentoring
- Staff development sessions
- Improving the ECF website
- Developing and agreeing basic policies and procedures
- Providing information about occupational health and safety issues.

Lynn says that the assignment was an initial intervention to begin improving course materials and staff development. "The first step in a skills transfer process is to raise awareness of the need for improvement, and this occurred with ECF management, training staff and some students. While some of the trainers have very limited training knowledge, all seem to have considerable skills for working with ni-Vanuatu trainees and are enthusiastic about their

work. The trainees are more aware now of the need for improving their knowledge and skills, and have examples of good practices for them to use, as time and other resources permit."



Photo Courtesy Lynn Zelmer

*Edwards Computer Foundation Certificate in Computer Hardware students assembling new computers as part of their practical training, Port Vila July 2005. Trainer Linda Path (centre) supervising.*