



## **TEACHER PROFESSIONAL DEVELOPMENT**

This 12-week teacher professional development courses is designed to prepare teachers from Jambi Junior and Senior Secondary schools to confidently deliver their vocational curricula in English.

The course will include:

- English tuition to improve especially the English oral ability of the teachers
- Specialist terminology in each of the vocational curriculum areas
- Teaching practice and knowledge enhancement for the classroom environment
- Opportunity to gain the Teachers Knowledge Test (TKT) qualification

This course is provided at WelTec's campus in Petone, Wellington, New Zealand.

WelTec is a New Zealand Government owned Institute of Technology (ITP)

WelTec is a leading vocational training Institute of Technology in New Zealand.

WelTec was the first Polytechnic to be granted a Centre of Excellence status for hospitality training.

## WelTec (Wellington Institute of Technology)

Wellington Institute of Technology (WelTec), situated in the capital city of New Zealand, was established in 1904. It is the largest and a well-established Institute of Technology in the Wellington region with a long history in providing vocational and professional training. WelTec offers nationally and internationally recognized qualifications in disciplines ranging from hospitality, business, sports and recreation to information technology, visual arts, counselling, engineering and construction. Nearly 12,000 students study at WelTec every year, including 600 international students from 35 countries.



WelTec has the most comprehensive range of trade and technology programmes in the Wellington region. WelTec has close relationships with Industry Training Organizations and Commerce and Industry groups in New Zealand. Most programmes have work experience or industry projects as a component. WelTec has particular research expertise in technology development and transfer. The Centre for Smart Product

creates an innovative learning environment for students. The WelTec Hospitality School is the first and only school in New Zealand to be awarded the Centre of Excellence status by a panel of judges from industry and vocational institutions from both New Zealand and overseas.

WelTec has a special focus on skills training related to the engineering and construction industries, including electrical, building, plumbing, masonry, and interior design. WelTec is recognized in New Zealand as the institution specializing in trades and technician skills training. WelTec also provides technical and professional courses in areas such as construction management, quantity surveying, civil engineering, and architectural technology as well as both supervisor and management training, and the training of trainers.

**International business:** Apart from recruiting international students to WelTec programmes each year,



WelTec has many partnerships with institutions worldwide for student & staff exchange, pathway and twinning programmes in countries such as Mexico and France. WelTec is also actively involved with Government departments and big corporates in India, Japan, Malaysia and Indonesia to provide short term training programmes in New Zealand for their staff, in areas such as Train the Trainers, management, ESOL and construction.

In November 2008, WelTec organized a 4 day workshop on Leadership and Organization and Management for 16 Indonesian high school Principals.

WelTec's English language department is a very well established language centre training more than 100 students every semester. Local immigrants and international students from all over the world learn English at this Centre. This gives them a good opportunity to not only learn the language but also network with other students, practice the language and understand the New Zealand culture.

WelTec will customize programmes to the needs of its customers. We ensure that our customers get the best training, kiwi experience and good value for money while they are at WelTec.



### **Introducing William ( Bill) Russell**

Bill is the chairman of the Education Network Indonesia (ENI), a group that has come together to market education jointly in Indonesia.

Bill's background is agriculture and business management.

For a number of years, Bill worked in the farming industry as a seeds representative, buying and selling pasture and cereal seeds to farmers. He became a branch manager of a agricultural company based in a rural town in the South Island of New Zealand.

He worked for 18 years for Shell Chemicals New Zealand Ltd and achieved the title of business manager for Herbicides and Pesticides. When the Shell Group internationally acquired plant breeding facilities in Europe, they expanded to New Zealand and Bill added the portfolios of vegetable seeds and cereal grains to his area of responsibility. He travelled extensively around the world visiting seed companies viewing the latest hybrid materials.

He was then approached by a consortium to take over the role of General Manager of SGS Wool Testing Services, a division of SGS Switzerland who are active in most countries in the world. In Indonesia they were known as PT Succofindo who were responsible under a joint venture arrangement with the Indonesian Government to clear the backlog of shipping waiting in ports and for the collection of duty revenue. Bill has also worked in Bangladesh and Thailand.

With a good working knowledge of Indonesia, Bill was asked by several educational institutions to be the business mentor for the group and to assist in the marketing of NZ education in Indonesia, which had been neglected over a number of years. Largely due to the efforts of the ENI group members, the decline in student enrolments into New Zealand has been reversed and the numbers of Indonesian students studying in New Zealand is growing.

Bill is also chairman of a charitable trust known as Rehabilim Trust Inc. which was the founder of a young person's disabled centre in Yogyakarta known as Pusat Rehabilitasi Yakkum and Yakkum Bali on the Island of Bali. The Trust is a regular donor to both of these centres.

For the past 4 years, Bill has been working with Paul Bryant, formerly International Director at Whitireia Polytechnic, on developing the Indonesian student market for New Zealand and more recently, working with the Ministry of Education and provincial governments on training opportunities.

**To contact any of our members, please refer to our website: [www.eni.co.nz](http://www.eni.co.nz)**



### **Introducing Paul Bryant**

Paul is the Director of the Education Network Indonesia (ENI), a group that has come together to market education jointly in Indonesia.

Paul's background is teaching and senior management in tertiary education, international education marketing and electrical engineering.. He has many years of experience in the tertiary education sector, as well as experience as a professional engineer with Telecom New Zealand.

Until the end of 2007, Paul was a Director at Whitireia Polytechnic, responsible for all international marketing activities. During the 10 years he was there he grew the international student numbers from 15 to 1600. Whitireia is based in Wellington and in 2001, Paul established an international campus in central Auckland. This campus now accounts for the majority of Whitireia's international students and is the innovative marketing arm for Whitireia internationally.

During this period, Paul worked with Bill Russell to establish the Education Network Indonesia (ENI) to market New Zealand education opportunities to Indonesia. Paul has many years of experience in SE Asia and the ENI was a means to raise the awareness of New Zealand throughout Indonesia..

In 2008, Paul started work as a technical advisor for Polytechnics International New Zealand (PINZ), a company that has a successful track record with World Bank and ADB projects world-wide. PINZ is also developing technical institutes in the Middle East in co-operation with a number of New Zealand Institutes of Technology and Polytechnics (ITPs).

At the same time, Paul joined Bill Russell to move the ENI beyond just student recruitment into looking for development opportunities in Indonesia. As a direct result, the ENI currently has a group of 23 teachers on a 14-week course at an ITP in New Zealand. These teachers are upgrading their English language skills and gaining professional teaching skills at the same time.

The ENI is a business focussed group representing educational opportunities from simple certificates of achievement through to PhD level including research. It is keen to customise courses to suit Indonesian Governments departments and to work with those departments to up-skill individual staff members.

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## **VOCATIONAL TEACHER DEVELOPMENT CERTIFICATE**

### **A 12-week programme at WelTec (Wellington Institute of Technology) in Wellington, New Zealand**

#### **CONCEPT**

To offer a programme of study in 2009 developed and customized for the Provincial Office Ministry of National Education, Province of Jambi, Indonesia that aims to enhance the teaching skills of non-native English speaking vocational teachers.

#### **OUTPUT**

Graduates will have the knowledge and understanding to inform and enhance their teaching in English and continue to advance their professional standing in hospitality, carpentry and electrical engineering vocational subjects.

Graduates of this programme should be able to teach at an international class standard at Junior and Senior Secondary School in Jambi.

#### **CERTIFICATE**

The Certificate will be a customised (disesuaikan) 14-week course for 20 vocational teachers comprising:

1. English language instruction, focussing on oral ability for delivering the subjects
2. specialist terminology in each of the curriculum areas of electrical, carpentry and computing
3. teaching practice and knowledge enhancement for the classroom environment
4. 2 weeks Teachers Knowledge Test (TKT)

Tuition will comprise 23 hours in class each week, including time spent in WelTec's engineering and hospitality facilities and local secondary schools. The course will be based at WelTec's main campus in Petone, Wellington.

#### **CERTIFICATE OBJECTIVES**

To prepare the teachers to deliver their curriculum subjects in English upon their return to Indonesia by:

1. raising their English ability, especially in speaking, to a minimum level of TOEFL 525, but dependent upon the entry level of individual teachers
2. providing teachers with specialist curriculum vocabulary
3. developing their teaching practice and knowledge, including some time in secondary school classrooms observation
4. successful completion of the Teachers Knowledge Test (TKT)

#### **ENTRY REQUIREMENTS**

Teachers on the Certificate course will be qualified teachers in one of the subject areas of electrical, carpentry and hospitality. In addition they should have a minimum level of English equivalent to TOEFL 500 before commencing the Certificate. Should teachers not have this level of English at commencement date, extra English tuition will be provided, but at additional cost.

## **CERTIFICATE DELIVERY**

The Certificate will be structured as:

1. 8 weeks English tuition
2. 2 weeks specialist curriculum terminology
3. 2 weeks teaching practice and knowledge enhancement for the classroom environment
4. 2 weeks Teachers Knowledge Test

However, actual delivery of these first three will integrate the components during the 12 week period. For example, teaching of the specialist curriculum terminology will take place in three ways:

1. by the use of vocational terminology during normal English classes
2. within the vocational subject groups
3. practical time in WelTec's workshops and facilities

The teaching practice and knowledge development will take place during the second half of the Certificate when the English ability of the teachers has improved. It will comprise:

1. formal teaching sessions
2. role playing and practice
3. example teaching practice during normal English classes
4. observation and discussion sessions in Weltec vocational classes and in local secondary schools.

## **CERTIFICATE PRACTICUM**

The practicum sessions will be organised in local secondary schools and within WelTec classes to give the teachers an opportunity to observe and where possible to take part in teaching in their particular curriculum area.

**Note:** The New Zealand Teachers' Council does not allow people not licensed as teachers in New Zealand to work unsupervised in a classroom.

## **ACTIVITIES**

There will be visits most weeks to give the teachers an opportunity to engage in activities off-campus. These will include activities designed to give participants opportunities to meet New Zealanders and to share the New Zealand experience

## **ACCOMMODATION**

Weltec's home-stay placement service will place one teacher per host family with carefully-selected families. There will be no other Indonesian speaking students in the same homestay, although there may be another international student in the family. The accommodation will include breakfast and an evening meal, Monday to Friday, with packed lunches available during the week. Lunches are included in the weekend. If a teacher wishes to move out of their host family during their stay, they may do so with at least one week's notice and with the agreement of the WelTec International Director.

## **AIRPORT TRANSFERS**

WelTec will arrange pickup and transfer to Wellington airport and the teachers will be met on arrival by the host families.

## **COST**

For 20 teachers:

Please refer to ENI

Note that this price is based on 20 teachers, so if the final number changes, WelTec reserves the right to re-quote for this course.

The price includes:

- Accommodation placement
- International ticket – Jakarta – Auckland
- Internal travel – Auckland – Wellington
- Living allowance 12 weeks
- Goods and Service Tax (GST)
- Tuition – general English + teacher training
- Homestay accommodation and 16 meals per week
- Insurance coverage
- Airport transfer on arrival and departure
- Student ID card and Certificate of studies

## **VISAS**

All course participants will require a student visa from the New Zealand Immigration Service in Jakarta and this normally takes 10 working days. Employment of any type, paid or unpaid, is not allowed. Do note that if the flight transits Australia, course participants will need an Australian transit visa.

## **MEDICAL & TRAVEL INSURANCE**

All international students must have appropriate and current medical and travel insurance while studying in New Zealand. This is a requirement of the Ministry of Education Code of Practice and is compulsory for all students studying in New Zealand. The price of this insurance has been included in this quote.

## **PAYMENT TERMS**

Full payment is due one month prior to course commencement.

## **BOOKINGS**

Weltec requires as much information about the teachers as possible to ensure that individual teachers are placed in appropriate accommodation. This includes the name, address and date of birth of each teacher, medical conditions, allergies and their host family requirements. Note that many families in New Zealand have non-smoking home environments and also that some have pets that may make them unsuitable accommodation for especially Muslim teachers..

## **GROUP CONFIRMATION**

WelTec requires confirmation of your group one month prior to the course commencement date. Details of teachers are required one month prior to the course commencement date.

For further information on this course, please contact ENI:

Paul Bryant      email      [paul.bryant@eni.co.nz](mailto:paul.bryant@eni.co.nz)

Bill Russell      email      [bill@eni.co.nz](mailto:bill@eni.co.nz)