

## Appendix 8: Subject Advisor Induction Course

The Subject Advisor Profiling Study identified a number of gaps between policy intentions and practice. Key amongst these is the lack of a formal induction process and programme for newly appointed subject advisors.

CASME proposes the following outline of a Subject Advisor Induction Course, which draws on the findings of the research study.

<b>Title</b>	<b>Subject Advisor Induction Educational Leadership for Quality Education</b>
<b>Purpose</b>	<ul style="list-style-type: none"> <li>• Understand district, provincial and national policies, procedures and organisational structures</li> <li>• Strengthen quality of support</li> <li>• Improve capacity</li> <li>• Keep up to date with new developments in education</li> <li>• Leverage technology effectively to improve efficiencies</li> </ul>
<b>Outcomes</b>	Subject advisors are equipped with the knowledge and skills to effectively, impactfully and efficiently provide support to teachers and schools towards the achievement of quality teaching and learning
<b>Modules</b>	<p><b>Module 1: Knowing my purpose</b></p> <ul style="list-style-type: none"> <li>• What's my WHY?</li> <li>• Education Trends: Local, National, Regional and Global Contexts</li> </ul> <p><b>Module 2: Values based curriculum leadership</b></p> <p>Instructional leadership framework Leading change to improve instructional practice</p> <p><b>Module 3: Policies, Practices and People</b></p> <ul style="list-style-type: none"> <li>• National and Provincial Policies</li> <li>• Operational Procedures (HR/Finance/Admin/IT)</li> <li>• Understanding the National, Provincial and District organisational structure and lines of communication</li> </ul> <p><b>Module 4: Coaching, Mentoring and Facilitation</b></p> <ul style="list-style-type: none"> <li>• Teacher Mentorship Models</li> <li>• Teacher Coaching Models</li> <li>• Effective Communication</li> <li>• Building and sustaining professional learning communities</li> </ul> <p><b>Module 5: 21<sup>st</sup> Century Skills and Tools</b></p> <ul style="list-style-type: none"> <li>• What are 21<sup>st</sup> Century Skills?</li> <li>• ICT tools for teaching and learning</li> <li>• ICT tools for remote support</li> <li>• ICT tools for effective communication and management</li> <li>• Presentations Skills</li> <li>• Data Driven Districts and underlying Management Information Systems</li> </ul> <p><b>Module 6: Learning How To Learn</b></p> <ul style="list-style-type: none"> <li>• Introduction to the Science of Learning</li> <li>• Instructional Design</li> <li>• Platforms and Opportunities for Continuous Professional Development (PLCs, Universities, Independent Providers)</li> <li>• SACE Professional Development Points System</li> </ul> <p><b>Module 7: Subject Specific Elective</b></p> <ul style="list-style-type: none"> <li>• Technological Pedagogical Content Knowledge Framework</li> <li>• Assessment for Learning</li> <li>• Resources for Learning</li> </ul>