

## Experience

- **Work-based learning**

- This includes arrangements made to visit other workplaces; receiving instruction, on-the-job-training; working in project teams or working parties; higher duties; job rotation; committee participation; collaborating on new tasks, etc.

- **Secondment**

- Where an employee works in another area of CSU for a period of time to develop new skills. It includes working in the Project Service Centre.

- **CSU professional experience programs and schemes**

- CSU programs and schemes offered by CSU through competitive entry. They involve action learning and/or professional experience, e.g. Special Studies Program (for professional/creative practice or leadership/management experience), Professional Experience Scheme, Leadership Development for Women Program.

## Exposure

- **Mentoring or coaching**

- A person who assists an employee to develop skills, knowledge and strategy. The mentor or coach may be a CSU employee or someone outside the University.

- **CSU forums and networks**

- This includes participation in CSU forums, e.g. Course Coordinators Forum, Middle Managers Forum, Professional Experience Network, Web Curators Forum, etc.

- **Learning resources**

- This includes activities such as self-directed learning, professional reading, informal research or investigation, knowledge sharing, etc.

- **Shadowing & observing others**

- Any activity where an individual follows or observes another in their work role for a period of time, for the purpose of enhancing job performance.

## Education

- **External conferences and seminars**

- A short term or one-off learning program offered outside of CSU (usually fee-based).

- **Higher education study**

- A course of study in a University, TAFE or Registered Training Organisation. This includes courses approved through the CSU Study Time Scheme, Postgraduate Study Support Scheme, Academic Staff Higher Degree Training Scheme and Coursework Masters Support Scheme.

- **Accredited CSU professional development courses**

- An internal PD course that is accredited and has a formal qualification outcome after successful completion e.g. Frontline Management, Training & Assessment, Graduate Certificate in Learning and Teaching, Graduate Certificate in University Leadership and Management.

- **CSU workshops & conferences**

- This is an activity provided by one of the CSU Professional Development Providers (e.g. Human Resources, Centre for Enhancing Learning and Teaching, Centre for Research and Graduate Training, Finance, Information Technology, Library Services, etc), and advertised in the Staff Development Calendar or part of their area of expertise and PD delivery.

- **e-learning**

- CSU web-based training such as Knowledge Bank / Office Suite, Equal Opportunity, and Occupational Health & Safety.