

December 2014

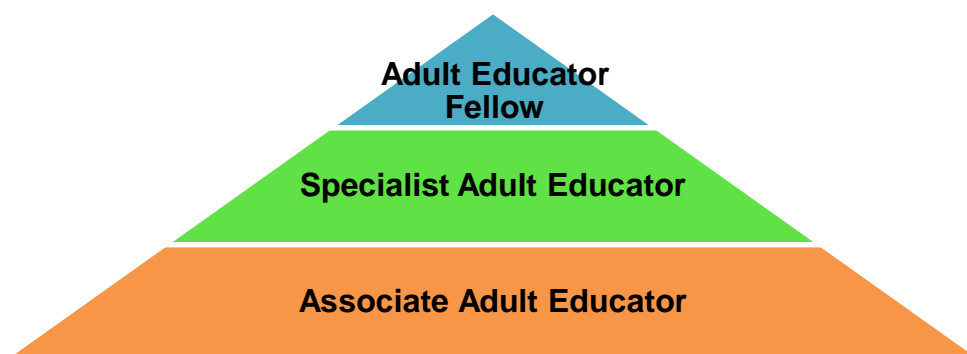
FACT SHEET ON ADULT EDUCATOR PROFESSIONALISATION (AEP) SCHEME

Background of AEP

1. There are currently about 5,500 Adult Educators in Singapore who are involved in the delivery of publicly-funded Continuing Education and Training (CET) programmes under the Singapore Workforce Skills Qualifications System.
2. To raise the quality of the CET system, it is important that we enable Adult Educators to continue to deepen their professional skills, and to be recognised for their mastery of skills. This is particularly so in view of the crucial role that Adult Educators would play in supporting the national effort undertaken by the SkillsFuture Council to develop skills for the future.
3. The Institute for Adult Learning (IAL) is therefore increasing the Continuing Professional Development (CPD) opportunities available to Adult Educators through programmes such as the e-learning workshop series to guide them through the e-learning environment, its different platforms and share with them the best practices. IAL will also introduce the Adult Educator Professionalisation (AEP) scheme, to map out how Adult Educators can continue to deepen their skills, and be recognised by the industry for their pedagogical and professional excellence. The broad concept of the scheme has been discussed and endorsed by the Training and Adult Education Skills Council, which comprises CET professionals, training providers, as well as the relevant Government agencies such as the Singapore Workforce Development Agency, Council for Private Education, Infocomm Development Authority of Singapore, Ministry of Education and SPRING Singapore.
4. The scheme will be rolled out in the second quarter of 2015, starting with Adult Educators involved in the training of other Adult Educators on pedagogical-related skills under the Training and Adult Education sector e.g. Diploma in Adult Continuing Education, Advanced Certificate in Training and Assessment and Workplace Trainer Programme. The scheme will be administered by IAL.

Details of the Scheme

5. Participation in the AEP scheme is voluntary and Adult Educators would be recognised at any of the following tiers:



6. All Adult Educators who meet the entry requirements can participate in the scheme and be recognised as an *Associate Adult Educator*, *Specialist Adult Educator*, or be *nominated and invited to participate* as an *Adult Educator Fellow*, based on their respective pedagogical and professional domain expertise. Please refer to the table below for a summary of entry and renewal requirements. Further details are available under [Appendix 1](#).

Summary of entry and renewal requirements for AEP scheme

Associate Adult Educator	Specialist Adult Educator	Adult Educator Fellow
<ul style="list-style-type: none"> • 960 hours training and adult education work activity in 12 month period • Recognised advanced certificate qualification in training and adult education • Professional expertise demonstrated and applied generally within sector context 	<ul style="list-style-type: none"> • 1400 hours of training and adult education work activity in 12 month period • Recognised diploma qualification in ADDIE¹ pedagogical practice • Professional expertise demonstrated and applied generally within sector context backed by established principles and concepts 	<ul style="list-style-type: none"> • Candidate is made eligible through invitation or nomination by sector of practice and the Training and Adult Education community. • At least 7 years of experience in the field of training or vocational education • Demonstrated commitment in Continuing Professional Development and Lifelong Learning

7. The recognition of their expertise will be reviewed yearly to ensure that the professional Adult Educators maintain currency in their practice and uphold the necessary requirements of their professional titles.

Criteria of the Scheme

8. Adult Educators can approach their sector bodies to register and work towards meeting the AEP requirements. Partnering specific professional and sector bodies to recognise Adult Educators of the respective sectors would ensure ownership and accountability of the professionalisation efforts by the sectors. Adult Educators who do not belong to or are not represented by any professional or sector body can join the scheme through IAL’s Adult Education Network (AEN). [Appendix 1](#) provides details of the eligibility criteria.

Benefits of the Scheme

9. Professional Adult Educators on the scheme can enjoy training subsidies in support of CPD for training that will enhance their pedagogical and professional skills. IAL will work with the sectors to identify the CPD programmes addressing both professional and pedagogical skills that meet the needs of the respective sector. More details on the training subsidies will be available at the launch of the scheme. Adult Educators will also enjoy increased access to the various special interest groups, as well as business and networking opportunities related to training and adult education. Such benefits as well as practice-engagement opportunities will help AEs deepen and enhance their practices contributing to the mastery of skills and raising of CET quality.

¹ ADDIE – Analysis, Design, Development, Implementation and Evaluation of Training

10. In addition, professional Adult Educators can display their titles (*Associate Adult Educator, Specialist Adult Educator or Adult Educator Fellow*) in their name cards and email signatories.

Moving Forward

11. WDA, through IAL, will put in place the recognition of such professional Adult Educators, benefits and titles. WDA and IAL will continue to identify the relevant sector bodies and implement the scheme for Adult Educators in the other sectors. By end of 2020, AEP targets to benefit 3,000 Adult Educators.

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For media enquiries, please contact:

Lim Sze Min (Ms)
Senior Manager, Corporate Communications
Institute for Adult Learning
DID: 6579 0855
Mobile: 9685 5113
Email: lim_sze_min@ial.edu.sg

About Singapore Workforce Development Agency

The Singapore Workforce Development Agency (WDA) enhances the competitiveness of our workforce by encouraging workers to learn for life and advance with skills. In today's economy, most jobs require not just knowledge, but also skills. WDA collaborates with employers, industry associations, the Union and training organisations, to develop and strengthen the Continuing Education and Training system that is skills-based, open and accessible, as a mainstream pathway for all workers - young and older, from rank and file to professionals and executives - to upgrade and advance in their careers and lives.

For more information, please visit www.wda.gov.sg.

About the Institute for Adult Learning

The Institute for Adult Learning (IAL) is at the forefront of building capabilities and continuing professional development for an effective, innovative and responsive Continuing Education and Training (CET) sector. We work closely and support adult educators, businesses, human resource developers and policy makers through our comprehensive suite of programmes and services on raising capabilities and catalysing innovations in CET. IAL also champions research in the key areas of sustaining economic performance through skills, shaping employment and CET decisions, as well as developing innovations through learning technology and pedagogy for informed policies and practices.

For more information, please visit www.ial.edu.sg .

CATEGORISATION REQUIREMENTS OF ADULT EDUCATOR PROFESSIONALISATION SCHEME

AE Level	Training and Adult Education (TAE) Pedagogy		Professional Expertise ²	
	Qualification	Experience	Practice Competency	Industry Recommendation
Adult Educator Fellow (AEF) [By Nomination / Invitation]	<p>The nominated AEF must possess <u>ALL</u> the following:</p> <ol style="list-style-type: none"> 1. At least 7 years of experience in the field of training or vocational education (half of which involves ADDIE³ activities) 2. Recognised contributions in the field of training or vocational education at sector/domain wide level 3. Demonstrated commitment in Continuing Professional Development and LifeLong Learning (relating to personal and horizontal skills and CET matters) <p>In addition to above, AEFs would be endorsed through:</p> <ol style="list-style-type: none"> a. 360-feedback input from Sector (of professional practice) and TAE communities b. Professional conversation with AEF Review Committee 			
Specialist Adult Educator (SAE)	Recognised Diploma Qualification in the area of Curriculum Development, Training Delivery and Assessment	<input type="checkbox"/> 1,400 hours of ADDIE work activities in a continuous 12-month period ending not longer than 1-year interval from certification application date	<input type="checkbox"/> Knowledge involves sound and comprehensive understanding in theoretical and /or technical concepts. <input type="checkbox"/> Work activities are complex, high-level technical or professional work activities with ability to solve undefined work issues that are emergent in nature. <input type="checkbox"/> Considerable individual accountability and autonomy and requiring a significant degree of judgement and decision making. Applicants need to fulfil 2 of the 3 above indicators	3 client management referral letters on competency in work performed within 1-year interval from certification application
Associate Adult Educator (AAE)	Recognised Advanced Certificate Qualification in Training Delivery and Assessment	<input type="checkbox"/> 960 hours of Training and Assessment work activity in a continuous 12-month period ending not longer than 1-year interval from certification application date	<input type="checkbox"/> Knowledge is procedural with elements of abstraction. <input type="checkbox"/> Work activities are non-routine with ability to analyse issues and apply knowledge and skills to generate solutions in different contexts or problem situations. <input type="checkbox"/> Considerable individual accountability and autonomy and exercising a good degree of judgement Applicants need to fulfil 2 of the 3 above indicators	2 client management referral letters on competency in work performed within 1-year interval from certification application

² Professional Expertise is referred to as the AE's domain expertise based on his profession.

³ ADDIE – Analysis, Design, Development, Implementation and Evaluation of Training