

## **The effectiveness of work-place training and assessment practices in on-job traineeships**

*Dr Josie Misko*

*National Centre for Vocational Education Research*

*Ms Jan Patterson (Office of Employment and Youth  
Department of Employment Education and Training, SA)*

*Ms Rosemary Markotic (Office of Vocational Education and Training, Office of  
Employment and Youth, Department of Employment Education and Training, SA)*

### **Presenters:**

Dr Josie Misko and Ms Rosemary Markotic.

This paper reports on findings from the first stage of a national study that investigated the effectiveness of on-the-job traineeships in office administration and small business as perceived by trainees, workplace supervisors, and mentors from Registered Training Organisations. Of particular interest are the strategies that employed in workplaces for valid and reliable assessments and the major obstacles to achieving these. The paper will also provide information about the extent to which there is opportunity for structured training to take place in terms of time allocated to training and learning assistance provided.

The findings show that there is widespread support for this form of delivery with respondents from all three groups generally agreeing on the value of these programs in terms of providing trainees with opportunities for developing occupational skills, employment potential, and a start for further studies. Trainees and employers were also prepared to recommend these programs to others who were contemplating training. However the findings also showed that there was room for improving the training and assessment strategies that are currently being used. The paper provides some directions for these improvements.

**Key words:** on-the-job traineeships, trainees, workplace supervisors, structured training, structured training, workplace training, reliable assessments, valid assessments

### **Contact details:**

National Centre for Vocational Education and Training  
252 Kensington Road  
Leabrook SA 5068