

	Job Description	AA P&C PRO 05a
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Job Title:	National Practical Training Manager
Job No:	AA207
Reporting to:	National Technical Training Manager
Department:	Delivery and Operations > Technical Training
Our Vision:	The aviation and aerospace Centre of Excellence for learning and development
Our Values	Work Together, Be Accountable, Safety at the Heart, Act Innovatively, Deliver on Customer Needs

PURPOSE

The National Practical Training Manager (NPTM) is accountable for the design integrity, compliance assurance and national consistency of aircraft maintenance practical training systems. The role provides authoritative national leadership over practical training frameworks, ensuring all activities are:

- Competency aligned and MEA mapped
- CASA / EASA Part 147 and ASQA compliant
- Industry relevant and safety led
- Standardised yet contextually appropriate

The NPTM acts as the custodian of national practical training standards, providing assurance to the NTTM that practical training delivery across campuses is fit for purpose, auditable and sustainable.

RESPONSIBILITIES

As the National Practical Training Manager you will be responsible for:

National Practical Training Governance & Compliance

- Provide national accountability for compliance with CASA/EASA Part 147 practical training requirements and RTO standards.
- Govern the integrity of practical Training and Assessment Strategies.
- Maintain permanent audit readiness through disciplined national governance.
- Support internal and external audits, ensuring timely and effective closure of all findings related to practical training.
- Ensure all practical training evidence meets validity, sufficiency, currency and authenticity requirements.

Practical Training Quality & Effectiveness

- Establish and maintain national standards for practical training quality and assessment integrity.
- Ensure practical activities reflect real world maintenance environments across GA, airline and Defence contexts.
- Monitor competency outcomes, rework and appeals, identifying systemic risks.
- Drive continuous improvement based on data, audits and industry feedback.
- Provide structured national reporting on practical training outcomes to the NTTM.

MEA Mapping & National Standardisation

- Ensure 100% mapping of all practical training activities to applicable MEA Units of Competency.
- Maintain national oversight and control of approved practical task banks, evidence requirements,

and mapping artefacts to ensure consistency and compliance.

- Prevent local divergence that could compromise compliance or national consistency.
- Assure consistency of interpretation and application of MEA requirements across campuses.

Safety, Facilities & Equipment Assurance

- Provide national assurance that practical training environments, facilities and equipment are safe, fit for purpose and appropriately controlled.
- Ensure hazards, incidents and safety risks associated with practical training are identified, escalated and mitigated.
- Support campuses in maintaining serviceability and availability of practical training resources.

Trainer Capability, Authorisation & Currency

- Establish and maintain national standards for practical trainer authorisation, scope and currency.
- Ensure practical trainers meet qualification, experience and CPD expectations.
- Coordinate national professional development supporting assessment integrity and consistency.
- Reduce risk of assessment error through proactive capability enablement.

National Continuous Improvement & Strategic Contribution

- Lead national initiatives to improve practical training systems, tools and frameworks.
- Contribute practical training expertise to national projects and regulatory engagement.
- Identify emerging risks affecting compliance, capacity or training quality and escalate proactively.
- Act as a trusted advisor to the NTTM on practical training strategy and assurance.

SELECTION CRITERIA

Qualifications and Experience

- A Certificate IV or Diploma in Aeroskills or the ability to obtain the competencies associated with these in a relevant trade stream (essential).
- Advanced knowledge of CASA/EASA Part 147 regulations.
- Advanced knowledge of the MEA Aeroskills Training Package, including demonstrated experience interpreting and mapping MEA-coded units of competency to training packages.
- Minimum of 3-5 years' experience working in the aviation industry.
- Willingness and ability to obtain and maintain a Certificate IV in Training and Assessment.
- Excellent communication skills (both written and verbal) and the ability to manage multiple tasks, prioritise effectively, and oversee daily operations.
- Ability to deal with sensitive matters professionally and maintain confidentiality.
- Well-developed problem-solving skills.
- Demonstrated ability to resolve issues through negotiation and consultation with others.
- Ability to interpret and apply legislation, regulations, policies and procedures.
- Understanding of RTO standards in Australia, or the ability to quickly acquire and apply this knowledge in practice.

Eligibility Requirements

- Employment is subject to the successful completion of relevant pre-employment screening, which may include verification of work rights, criminal history, reference, qualification and licence checks, medical assessments, and drug and alcohol testing.
- Ability to safely performing the inherent physical and functional requirements of the position.

- It is a condition of employment that all employees are willing and able to obtain and maintain a Working with Children Check or equivalent check for the relevant state of employment in Australia, for the duration of their employment with Aviation Australia.

Behavioural Competencies

Our purpose is to inspire and develop world-leading professionals for the aviation and aerospace industries through innovative learning and a commitment to safety and sustainability. To achieve this, we must live by our **values**—every day, in every interaction.

Work Together

Teamwork is essential for fostering a culture of cooperation, innovation, and shared success within the workplace. It not only contributes to the effective achievement of business objectives but also enhances the work experience for individuals, leading to a more engaged and committed workforce.

Be Accountable

Accountability fosters trust, improves performance, and contributes to a positive and productive work environment. It's essential for individual success and the overall success of the team and organisation that we are accountable for our actions and responsibilities.

Safety at the Heart

Prioritising the protection and well-being of staff, students, customers and visitors of Aviation Australia, ensuring that all operations and activities are conducted in a manner that minimises risk and prevents harm.

Act Innovatively

Acting innovatively at work is not just about generating new ideas; it's about creating value through those ideas in ways that benefit the organisation, its employees, customers, and the broader community. It's a fundamental aspect of thriving in a complex, ever-changing business landscape and it keeps us relevant in the marketplace.

Deliver on Customer Needs

Delivering on customer needs is a strategic imperative that impacts nearly every aspect of our business, from product development to classroom delivery, marketing, sales, and customer service. It's about creating value that resonates with customers, ensuring their satisfaction, loyalty, and advocacy.