

2013 PIRFO Trainers' Workshop Agenda

Introduction

Previous PIRFO Trainer meetings combined developing PIRFO trainee trainers towards certification as PIRFO Trainers with peer brain-storming to help develop training standards in our newly developing observer training industry. However the intention of this workshop is to smooth out some of the inconsistencies that have become apparent as new trainers enter into their new tasks. These inconsistencies have come either from short comings inherent in any newly developing field (and need addressed as soon as possible lest they become established) or have come about through new tasks being thrust upon observers that demand more time for adjustment to current observer training and certification standards. As usual few extra resources have been allocated for such tasks. This workshop will give us an opportunity to address some of these issues.

Strengthening current resources

While PIRFO Training experts are gathered we will also develop further training materials to address several of the competency-based-training elements that remain weak. For each of several days we will focus on one such competency and split into teams to tackle the work of perfecting lesson plans, and other training and assessment tools to complete a competency worthy of putting in the public domain for use by all future PIRFO Trainers and any others to adapt and adopt if they so wish.

New MCS and CMM related observer materials

New MCS Training materials will be introduced by FFA staff and reviewed by participants. Workgroups will tweak those materials during the workshop so that completed tools can be taken away ready for future use. Similarly materials for ensuring that future observer trainees are brought up to speed with how WCPFC CMMs relate to observer activities will be updated with any new WCPFC requirements of observers, reviewed and tweaked ready for future use.

Training records

Further, now that the PIRFO training framework is beginning to mature, if we are to earn and maintain confidence in PIRFO certification generally it is very important that good auditing processes are in place and being exercised. A very important component in training audits is a review of assessment mechanisms. To facilitate this aspect of auditing it will be useful to have common protocols for handling, recording and storing of assessment materials – the assessments themselves and the assessment results. At this workshop we will explore and agree on such common protocols.

Observer Programme Management

Lastly, with the recent provision of funds from New Zealand to help improve Observer Programme Management processes in programmes operating under the PIRFO umbrella, we have opportunity to close the PIRFO career track certification framework by developing a PIRFO Observer Management and Support Certificate – a certificate that those working in the support, management and administration of PIRFO Programmes will be encouraged to secure. The target audience for such a certificate is likely to have a significant draw from the participants to this workshop and so the consultant employed to help develop such training will spend time drawing on the experience and expectations of these participants.

Dates and Venue

July Monday 22nd to Friday 02nd 2013 at SPC in Noumea (the archives meeting room)

Participants

Peter Sharples, Siosifa Fukofuka, Manoi Kutan, Glen English, and Manasseh Avicks from the OFP/SPC; Tim Park and Dennis Yehilomo from FFA; Grant Carnie of Carnie Consultants; the PIRFO Trainers and Trainee Trainers - Steve Peter and Ricky Narruhn (FSM), Benaia Bauru (KI), Adrian Nanguromo, Kevin Kisekup and Iamo Airi (PNG), John Still Villi and Harold Vilia (SI), Elton Clodumar (NR) and Apenisa Sauturaga (FJ); and national debriefing coordinator representatives – Lucas Tarapik (PNG), Bernard Aitafia (RMI) and Jimmy Belade (SI).

Outputs

1. A common understanding amongst PIRFO Trainers, Trainee Trainers and the debriefing coordinators on what to deliver to trainee observers - particularly in areas where different interpretations have arisen over the first years of PIRFO Training;
2. Common new tools to equip PIRFO trainers for addressing new observer tasks, mainly with new materials for training in MCS and WCPFC CMMs related issues;
3. All aspects of delivering training in at least five different competencies will have been fully reviewed and further developed, ready for placing on www.PIRFO.org.
4. A common policy for handling, storing and recording of training assessments will be understood by all PIRFO Trainers.
5. The consultant charged with developing new PIRFO Management and Support certification and training materials will be equipped with a better understanding of the expectations of a strong corps of likely beneficiaries of such training.

Process

The workshop will follow a loose agenda (below) comprising plenary sessions with open discussions in the Monday to Thursday mornings followed with break-out work groups dedicated to specific tasks in the afternoons. All participants will be given tasks to prepare before arrival and will be expected to contribute at the plenary with short presentations and/or prepared discussion points.

The start of each days plenary will be used to quickly review previous afternoons outputs with view to having a completed product that will be part of the workshop outputs.

The tentative agenda may be revised to reflect participants' feedback from this initial circulation. Any such revisions will be recirculated promptly.

Friday mornings will be spent reviewing the week's work and Friday afternoons will be spent completing reports to address the outputs described above.

Tentative Agenda – 1st week

Monday 22nd July

Facilitators

- Introductions and outline of expectations from the workshop *Peter*
- Review and approve agenda *Peter*
- Review and/or modify working groups *Peter*
- Distribute latest version of PIRFO standards folders *Peter*
- Basic / Refresher / Upgrade / Advanced / Specialist Training – differences *Sifa/Peter*
- First session of ten PIRFO Trainers' issues – presentation and discussion *Steve/Lucas*

Afternoon working groups (wg) practice activities

- wg-01 - Produce a document describing different types of courses to put on PIRFO website
 - wg-02 - What is needed in the ideal PIRFO training room for basic / debriefing training ?
 - wg-03 - Report on outcomes of discussions on first 5 x PIRFO trainers' issues
– summary of issues with conclusion and advice ready to post on PIRFO website
 - wg-04 - Report on outcomes of discussions on second 5 x PIRFO trainers' issues
– summary of issues with conclusion and advice ready to post on PIRFO website
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Tuesday 23rd July

- Review Monday's activities (15 minutes each wp)
- PIRFO website (www.pirfo.org) discussion *Manu / Peter*
 1. how can it be useful for PIRFO Observers ?
 2. how can it be useful for PIRFO Debriefers ?
 3. how can it be useful for PIRFO Trainers ?
 4. how can it be useful for PIRFO Institutions ?
 5. how can it be useful for others ?
- Review ISSF observer training materials part 1. *Peter*

Afternoon activities

- Review ISSF observer training materials part 2. *Peter*
 - wg-05 - Draw up proposals for PIRFO website additions for Observers and Debriefers
 - wg-06 - Draw up proposals for PIRFO website additions for Trainers and Others
(discussions and conclusions with proposals for further work on website by Manu)
 - wg-07 - Write critique paper on ISSF training materials part 1.
 - wg-08 - Write critique paper on ISSF training materials part 2.
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Wednesday 24th July

- Review Tuesday's activities (10 minutes each working group)
- Revisit the concept of "lesson plans" *Peter/Sifa*
- Species identification training – approach to / are there alternatives ? *Peter/Sifa*
- E.g.: - other species – review new training / assessment materials *Peter/Benaia/Sifa*
- Tag awareness, advanced tagging, biological sampling – new approaches *Caroline*

Afternoon activities

- wg-09 - Finalise training and assessment materials for Other Species ID training
- wg-10 - Draw up guidelines for future species composition training
- wg-11 - Complete training / assessment materials for Biological and Advanced Tagging unit
- wg-12 - Complete training / assessment materials for Tag Awareness training.

Thursday 25th July

- Review Wednesday's activities
- Report writing – how to train – training and assessment tools development *Sifa*
- Introduce / review CoC competency – MSC / other potential observer roles *Peter/Elton*

Afternoon activities

- wg-13 - Create Lesson Plan and training tools for Report Writing
 - wg-14 - Create Assessment Tools for Report Writing (in cooperation with wg-13)
 - wg-15 - Create general Lesson Plan and Tools for 'other' CoC Training
 - wg-16 - Improve training and assessment tools for MSC component of CoC training
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Friday 26th July

- Briefly review where we have got to with activities and outputs this week
- The Training aspects of Debriefing *Lucas/Manoi*

Afternoon activities

Complete and tidy up all work-group outputs for the week, including ready for final editing chapters to a final workshop report.

Tentative Agenda – 2nd week

Monday 29th July

- Second session of ten PIRFO Trainers' issues – presentation and discussion *Adrian/JSV*
- The role of PIRFO Debriefers in MCS-related observer issues *Dennis*
- The role of PIRFO Trainers in MCS-related observer issues *Dennis/Sifa*

Afternoon activities

- wg-17 - Create a formal SOP document for Debriefers on MCS reporting processes
 - wg-18 - Create standard strategy document for training in MCS issues for PIRFO Trainers
 - wg-19 - Report on outcomes of discussions on third 5 x PIRFO trainers' issues
– summary of issues with conclusion and advice ready to post on PIRFO website
 - wg-20 - Report on outcomes of discussions on fourth 5 x PIRFO trainers' issues
– summary of issues with conclusion and advice ready to post on PIRFO website
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Tuesday 30th July

- Review Monday's activities (15 minutes each working group)
- Review lesson plan for PIRFO 3 – 6.01 – Ethical Issue Standard *Tim*
- Review lesson plan for PIRFO 3 – 6.09 – Observer Trip Monitoring Standard *Tim*

- wg-21 - Review/improve 'Ethical Issues' lesson plan and produce appropriate training tools
- wg-22 - Produce 'Ethical Issues' assessment tools (in consultation with wg-21)
- wg-23 - Review/improve 'Observer Trip Monitoring' lesson plan and training tools
- wg-24 - Produce 'Observer Trip Monitoring' assessment tools (in consultation with wg-23)

Wednesday 31st July

- Review Tuesday's activities (10 minutes each working group) *Tim*
- Lesson plan for PIRFO 3 – 5.01 – Fisheries Management – let's liven this up !! *Tim*
- Photography training in PIRFO 3 – 6.07 – Use and Maintenance of Equipment *Jipe*

Afternoon activities

- wg-25 - Review/improve 'Fisheries Management' lesson plan and training tools
 - wg-26 - Produce 'Fisheries Management' assessment tools (in consultation with wg-25)
 - wg-27 - Lesson plan, training and assessment tools for training photography to observers
 - wg-28 - Lesson plan, training and assessment tools for maintenance of observer equipment
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Thursday 01st August

- Review 'Fisheries Management' materials (45 minutes) *Tim*
- Review Maintenance of Observer Equipment materials (15 minutes) *Peter*
- Practice use of Photography training material (1 hour) *Jipe*
- New tasks for observers from CMMs *Tim/Peter/Dennis*

Afternoon activities

- wg-29 - Develop lesson plan for delivering CMM training
 - wg-30 - Improve tools for delivering CMM training (in cooperation with wg-29)
 - wg-31 - Develop assessment tools to evaluate CMM competency
 - wg-32 - Final improvements to all photography tools based on lessons learned in practice
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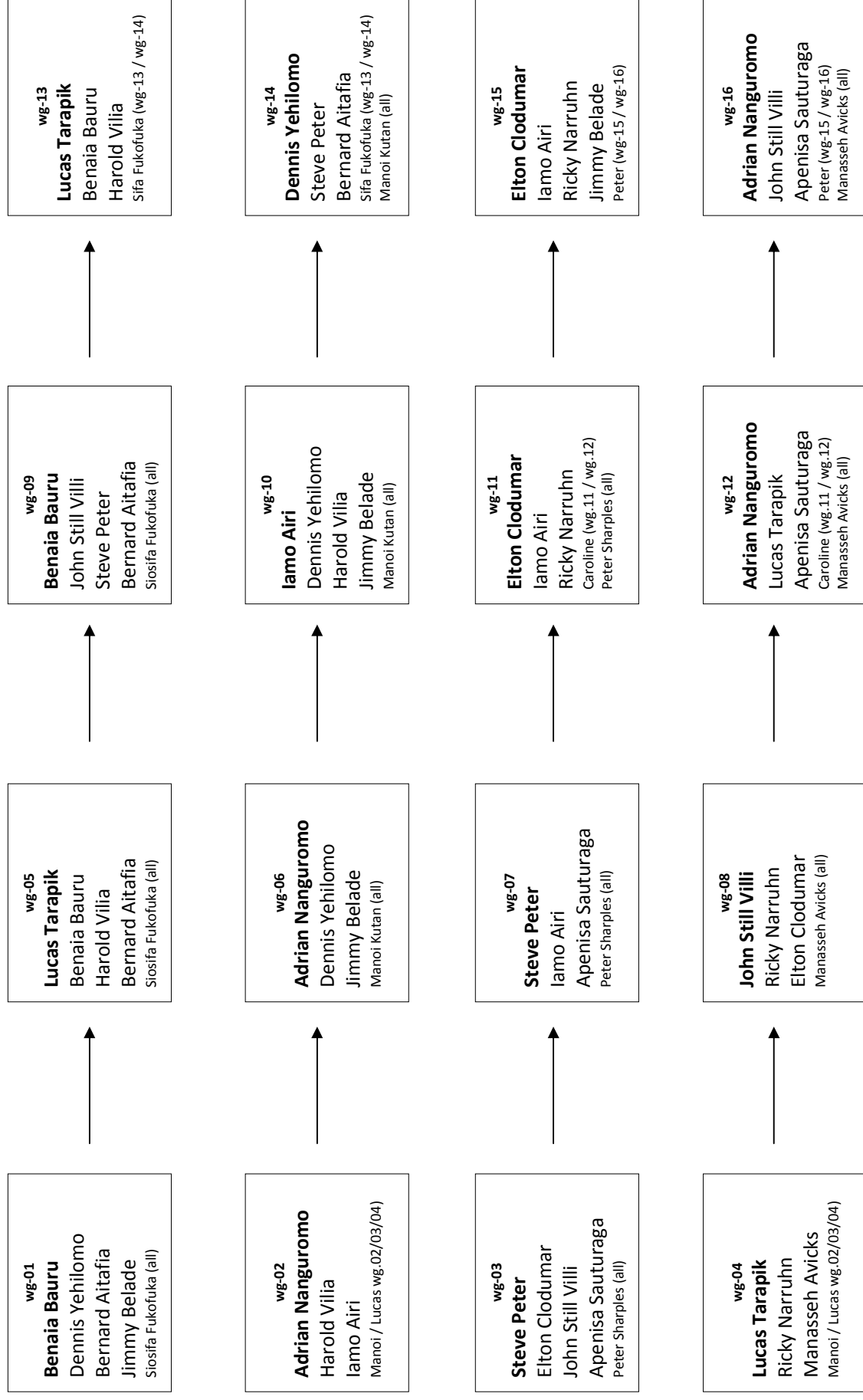
Friday 02nd August

- Review of Thursday activities (10 minutes each working group (wg))
- Recording and storing assessment results – a common approach *Grant/Peter*
- Certificate 4 - PIRFO Management, Administration and Support – what will it be ? *Grant*

Afternoon activities

Complete and tidy up all work-group outputs for the week, including ready for final editing chapters to a final workshop report (tasks for the afternoon to be allocated to groups and individuals at start of afternoon session).

Work groups – week 1



Work groups – week 2

wg-17
Lucas Tarapik
 Harold Vilja
 Bernard Aitafia
 Dennis / Tim (wg-17 / wg-18)
 Siosifa Fukofuka (all)



wg-21
Adrian Nanguromo
 Manasseh Avicks
 Harold Vilja
 Bernard Aitafia
 Siosifa Fukofuka (all)



wg-25
Glen English
 Manasseh Avicks
 John Still Villi
 Bernard Aitafia
 Tim/Sifa/Peter (wg-25/wg-26)



wg-29
Steve Peter
 Harold Vilja
 Manasseh Avicks
 Lucas Tarapik
 Siosifa Fukofuka (all)

wg-18
Kevin Kisekup
 Benaia Bauru
 Elton Clodumar
 Dennis / Tim (wg-17 / wg-18)
 Manoi Kutun (all)



wg-22
Steve Peter
 Benaia Bauru
 Elton Clodumar
 Jimmy Belade
 Manoi Kutun (all)



wg-26
Benaia Bauru
 Jimmy Belade
 Kevin Kisekup
 Manoi Kutun
 Tim/Sifa/Peter (wg-25/wg-26)



wg-30
Kevin Kisekup
 Benaia Bauru
 Elton Clodumar
 Bernard Aitafia
 Manoi Kutun (all)

wg-19
John Still Villi
 Jimmy Belade
 Ricky Narruhn
 Apenisa Sauturaga
 Peter Sharples (all)



wg-23
Kevin Kisekup
 Apenisa Sauturaga
 Iamo Airi
 Peter Sharples (all)
 Dennis / Tim (wg-23 / wg-24)



wg-27
Elton Clodumar
 Ricky Narruhn
 Apenisa Sauturaga
 Harold Vilja
 Jipe/Sifa/Peter (wg-27/wg-28)



wg-31
Iamo Airi
 Ricky Narruhn
 Dennis Yehilomo
 Jimmy Belade
 Peter Sharples (all)

wg-20
Adrian Nanguromo
 Steve Peter
 Iamo Airi
 Glen English
 Manasseh Avicks (all)



wg-24
John Still Villi
 Ricky Narruhn
 Glen English
 Lucas Tarapik
 Dennis / Tim (wg-23 / wg-24)



wg-28
Adrian Nanguromo
 Steve Peter
 Iamo Airi
 Lucas Tarapik
 Dennis Yehilomo



wg-32
Adrian Nanguromo
 Glen English
 John Still Villi
 Apenisa Sauturaga
 Tim Park (all)