



CHANGE PROPOSAL

RESTRUCTURING OF THE LEARNING DESIGN PORTFOLIO

Consultation Brief
January 2026

Purpose

- The purpose of today's briefing is to notify relevant employees of a TasTAFE change proposal regarding the **restructuring of the Learning Design Portfolio**.
- The Change Proposal Team Briefing will outline:
 - The background to the proposed change
 - Acknowledgement of the challenges in navigating change
 - Key proposed changes
 - Consultation process and timeframes, and
 - Support and assistance.
- By the end of today you will receive a copy of this Change Proposal Consultation Brief for your records.

Background

- The Tasmanian Government's Skills plan outlines how the State's Vocational Education and Training (VET) sector will grow Tasmania's future workforce through investment in VET and complementary activities to meet skills and workforce needs. The plan directs investment into sectors which employ the most people, deliver high public benefit, and require vocational qualifications.
- As a result, and in the context of a **challenging fiscal environment – that includes an imperative to reduce current expenditure levels** - TasTAFE will align and prioritise its resources to our **core purpose**: the provision of education and training services.
- This strategic focus ensures training aligns with Tasmania's economic and social priorities.

Background

- For our educators, this means delivering more courses in areas of strategic workforce need, for example Health, Building & Construction, Manufacturing, ICT and Cybersecurity. A change proposal has been prepared to address TasTAFE's strategic alignment of training delivery.
- For our non-educational (General and Facility) staff, this means we need to adopt one or more of the following strategies when assessing current programs, projects, processes and structures:
 - Refocus - policy decision to adjust scale or scope while retaining core objectives
 - Reschedule - policy decision to delay the start or expansion to align with budget
 - Retire - policy decision to cease programs, projects, or structures
 - Reshape - policy decision to reduce scale or merge similar programs or services
 - Reallocate - any new expenditure must be offset by savings in the same year.
- Today we will share the change proposal with you and will be seeking your input via a consultation process.

Navigating Change

- Before we commence with the key proposed changes, we would like to acknowledge the challenges and impacts of proposed major workplace change.
- We recognise people experience diverse reactions and responses when facing this potential change and the uncertainty which can accompany it.
- Your Leader and HR Business Partner (HRBP) will be available to provide support, in addition to our Employee Assistance Program providers.
- Peer to peer support is also invaluable as we progress through the change consultation process.

Key Proposed Changes

- The Executive Director Learning Design position has been vacated and will not be backfilled.
- As a result, the following changes are proposed regarding the various teams within the Learning Design portfolio.

Key Proposed Changes – Learning Design

Teams & People	Current	Future	Impact/Change
Education Project Leaders	• Education Project Leader • Education Project Leader Foundations	Retire - roles deemed redundant.	-1.6 FTE Redeployment/redundancy Redeployment options to be explored for people impacted by potential redundancy with outplacement support.
Digital Learning Transformation	• Manager Digital Learning Transformation • Learning Designer (x1) • User Experience Designer (x1) • Service Designer (x1) • Learning Experience Designer (x1)	Retire – Digital Learning Transformation Team.	-5.0 FTE Redeployment/redundancy Redeployment options to be explored for people impacted by potential redundancy with outplacement support. Note: acknowledge 2 new internal appointments.

Key Proposed Changes – Learning Design

Teams & People	Current	Future	Impact/Change
Education Design	Education Design Manager/Manager Product Development	Retire - Education Design Manager/Manager Product Development role deemed redundant.	-1.0 FTE Redeployment/redundancy Redeployment options to be explored for people impacted by potential redundancy with outplacement support.
	- Senior eLearning Consultant (x4) - eLearning Adviser (x1) - Education Design Support Officer (x2) - Learning Designer Media (x1 @ 0.7fte) <u>Vacancies</u> - Product Developer (x2) - eLearning Consultant (x2) - Education Design Support Officer (x1)	Reallocate – to Quality & Academic Services, integrate into Quality Team	8.7 FTE Reporting line change -5.0 FTE (Vacancies)

Key Proposed Changes – Learning Design

Teams & People	Current	Future	Impact/Change
Education Capability	Education Manager Educator Capability	Retire/Reshape - the EM Educator Capability role.	-1.0 FTE Redundancy Redeployment options to be explored for people impacted by potential redundancy with outplacement support.
	Education Capability (TAE) Teachers (x6)	Reallocate and Refocus - Move the TAE delivery team into Educational Operations with all other delivery teams and review delivery model	6.0 FTE Reporting line change Delivery model review
	Administration Coordinator (x1 @ 0.8)	Reallocate – to Client Central	0.8 FTE Reporting line change
	Capability Consultants (x2)	Reshape - Amalgamate within the Organisational Development team within 'People, Safety & Culture'. This will provide efficiencies of scale around essentially the same function. We will then have one team leading & providing OD and PD services to the entire organisation.	2.0 FTE Reporting line change

Consultation

- Consultation refers to the process where employers ask for and genuinely consider employees' views when making decisions which may significantly affect them.
- Consultation requirements for proposed workplace changes are covered in:
 - Section 65. of the *TasTAFE Teaching Employee Enterprise Agreement (2023)*, and
 - Section 7. of the *TasTAFE General Employees Enterprise Agreement (2023)*.
- As TasTAFE is considering proposed major changes to the structure and organisation of the Learning Design portfolio, which may have a significant effect on employees, we must prior to making any decision:
 - Notify relevant employees of the change proposal
 - Discuss the potential introduction of the change
 - Discuss the effect the change is likely to have on employees, and
 - Discuss measures to avoid or reduce the adverse effects of the change on employees.

Consultation Process



You are invited to consult in relation to the change proposal by providing your feedback and input.



Your feedback will be considered promptly and genuinely and may result in changes to the proposal.



Following consideration, a final decision will then be communicated to you.



Consultation is anticipated to remain open for 2 weeks to enable time for you to provide feedback.



This Change Proposal Consultation Brief will be emailed to you, following the team briefing on 30 January 2026.



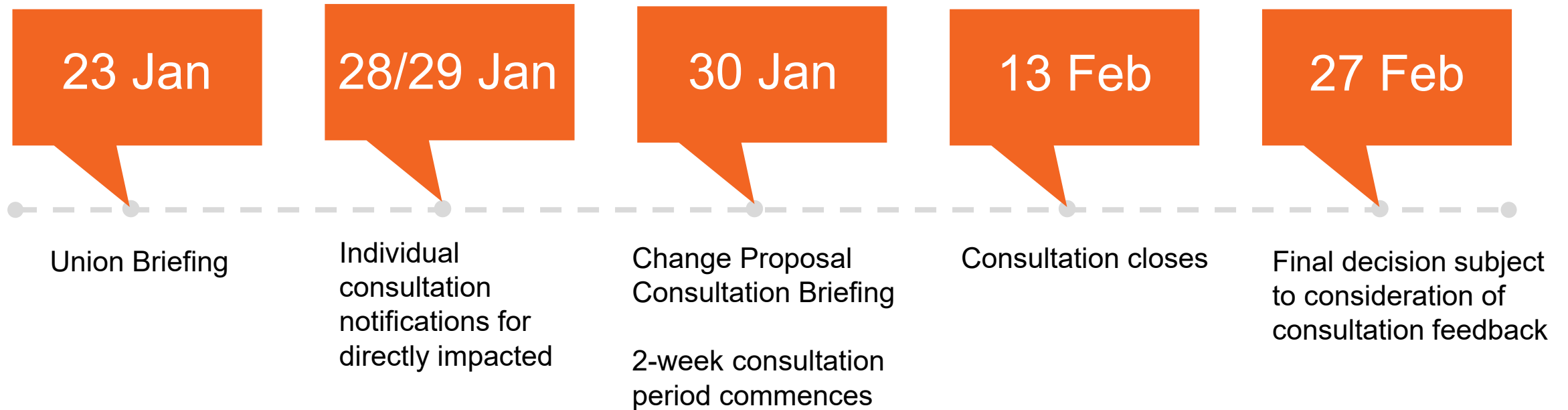
Individual consultation letters will be provided to team members directly impacted by the proposed changes.

Consultation Process

How to provide feedback during consultation

- Please email your feedback and questions to consultation@tafe.tas.edu.au
- Your feedback will be acknowledged and formally documented to ensure it is genuinely considered.
- Questions will be responded to as soon as practicably possible and will also guide the content and release of Frequently Asked Questions (FAQs) for all team members potentially impacted by the change proposal.
- You can speak to Senior Manager, People Experience – Tim Witt or a TasTAFE HR Business Partner, regarding the proposed changes.
- Note: Employees may appoint a representative, and if they do, they must advise the employer of the identity of the representative so that the employer may recognise the representative.

Consultation Timeframe – 2025



Support & Assistance

Senior Manager, People Experience – Tim Witt or one of the TasTAFE HR Business Partners will be available to provide you with support and take your questions.

TasTAFE has engaged **Access EAP** to provide offsite clinical support to directly impacted employees.

Employee Assistance Program

- Our TasTAFE Employee Assistance Program is also available if you consider their support would be beneficial.
- EAP provide confidential counselling service at no cost to employees, their immediate family and those with who they have a significant relationship.
- We have EAP arrangements in place with:
 - Access EAP – 1800 818 728
 - Converge International - 1300 687 327

Questions?



1300 655 307

www.tastafe.tas.edu.au