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**WAMITAB EnviroHub Technical Advisory Group (TAG)**

**Terms of Reference**

The purpose of the group is to provide technical knowledge, advice and support in the discovery phase of the WAMITAB EnviroHub project; identifying the constraints, opportunities, accessibility and technologies which can impact learning and development in the waste and resource management sector. Maintaining a culture of open-minded exploration, nurturing of ideas and innovation, the group will provide insight into the characteristics and motivations of employees within the sector, and consider opportunities to maximise these in the development of an innovative product to increase the uptake of learning and development in the workforce.

***Frequency of meetings:***

* July – Webinar Thursday 18th July 10-11am
* August – Meeting – Tuesday 13th August 10am – 2pm
* August – Webinar – Thursday 22nd August 10am-12noon

**Membership of the group**

Membership will comprise:

* Discovery Phase Facilitator
* WAMITAB CEO
* WAMITAB Head of Qualifications
* WAMITAB Commercial Director
* WAMITAB Qualifications Development Officer
* Hiup digital learning partner representative
* Representatives and expertise from public and private employment (large and small scale), employer representative groups such as trade bodies and professional membership institutions, further education and government
* The group reserves the right to recruit such expert members as required on an Ad-hoc basis to support specific projects.

**Group Activities**

The group will:

1. Provide expertise and insight to identify current sector skills.
2. Provide expertise and insight to identify sector skills gaps.
3. Provide expertise and insight to identify sector barriers to vocational learning.
4. Initiate/obtain such research as is necessary to identify user experience of vocational learning in the sector.
5. Identify sources of information, advice and guidance in support of WAMITAB learning materials and digital content.
6. Provide technical insight and advice on learning design, development and content in line with legislation.
7. Initiate/obtain/take part in research to test project products designed to meet perceived sector barriers to accessibility of vocational learning, providing constructive feedback.
8. Advise on implementation and delivery of innovative products to improve of accessibility of vocational learning to the sector.
9. Promote the project outcomes and findings as may be appropriate (to be advised).

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