



Australian Institute of
Training and Development

**ANNUAL
REPORT**

2019

This report provides a summary of the activities and achievements of AITD over the financial year 1 July 2018 to 30 June 2019.



OUR MISSION

The Australian Institute of Training and Development (AITD) exists to promote and encourage excellence in learning.

OUR HISTORY

AITD was founded in 1971 as a not-for-profit professional association owned by its members. AITD has made a significant contribution to enhancing the capacity and capability of the broader learning and development community for over 45 years.

ABOUT US

AITD is a company limited by guarantee, ABN 52008 516 701, established under a constitution with by-laws determined by the governing board.

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Board of Directors.

The board of directors are elected by members in their division, appointed to the board to fill a casual vacancy or co-opted to the board because of their expertise. Board elections are generally held in October with the new board members taking office from the first meeting after the annual general meeting. AITD members are eligible for election to the board for a three-year term if they have been serving on their local divisional council for a minimum 12-month period.

The board of directors, as at 30 June 2019, were:

Jane Calleja MAITD	<i>National President, SA Division</i>
Michael Werle MAITD	<i>National Vice-President, VIC/TAS Division</i>
Siobhan Sutherland Rogers MAITD	<i>National Treasurer, NSW Division</i>
Julie Peters FAITD	<i>Company Secretary, QLD/NT Division</i>
Graham Doering FAITD	<i>ACT Division</i>
Andrew Hart AFAITD	<i>WA Division</i>
Rob Turner MAITD	<i>Co-opted Director</i>

Committees of the board are established to support the strategic governance of the organisation. As at 30 June 2019, the following board committees were in existence:

Committee	Chair	Members
Finance and Audit	Siobhan Sutherland Rogers	Andrew Hart Lynette Pinder (CEO)
Governance	Julie Peters	Graham Doering Rob Turner
Remuneration	Jane Calleja	Michael Werle Siobhan Sutherland Rogers
Risk	Michael Werle	Rob Turner Jane Calleja

Divisional Councils.

There are six divisions in AITD: ACT, NSW, VIC/TAS, QLD/NT, SA and WA. Each division is supported by a council elected from members of that division, responsible for local professional development and networking events.

Divisional council elections are generally held in August, with council members commencing their one-year term from 1 September every year. Each council then elects a president from among the AITD member-elected divisional council members.

AITD divisional council presidents, as at 30 June 2019, were:

Murray Brissett FAITD	<i>ACT</i>
Rebecca Sharp MAITD	<i>NSW</i>
Michelle Ockers MAITD	<i>QLD/NT</i>
Abbie Taylor MAITD	<i>SA</i>
Felicity Harrison MAITD	<i>VIC/TAS</i>
Bella Broadway MAITD	<i>WA</i>

All board and divisional council members are volunteers who generously donate their time and energy to furthering the objectives of AITD, and we sincerely thank them for their support.

AITD members are also served by the AITD Support Centre which is based in Sydney, NSW.

AITD National President's Reflection & Future Plans.

I was delighted to continue in the role of AITD National President for the 2018-2019 financial year. It was a year of consolidation and growth, with momentum building towards our 50th anniversary year in 2021.

The new team in the AITD Support Centre were tasked with delivering on our major events and they stepped up to the challenge. The 2018 Annual Gala Dinner and Excellence Awards night was a sell-out success, and a fitting event to celebrate the achievements of our members. The AITD conference was held in Sydney in June 2019 in conjunction with the EduTECH conference and featured a fantastic lineup of quality Australian and international speakers. We look forward to the next conference on 17-18 March 2020 at Luna Park, Sydney, which will have a greater focus on organisational learning and development, as well as an emphasis on networking opportunities.

Our membership continues to grow in 2019, which is a great achievement considering the national trend of declining numbers in member organisations. The Training & Development magazine was revamped in 2019 and continues to be one of our highest rated member benefits. With increased focus and value placed on the work of our divisional councils, we have grown our local offering and engagement levels with members. Our challenge is to continue to offer a strong member value proposition in the coming years.

The AITD board remains focused on the strategic direction of the organisation and produced the current strategic plan to support continued growth and engagement with the industry.

I would personally like to thank our AITD members for supporting the initiatives of the organisation, the AITD Support Centre for their valuable administrative assistance and the AITD board for their continued commitment to keeping AITD a relevant member association.

Jane Calleja MAITD
AITD National President

Chief Executive Officer's Report.



On joining AITD in July 2019, I was challenged by the board to refine the organisation structure and build a high performing team and support systems with flexibility to enable growth and provide resilience against future challenges. It has been a satisfying journey over the past twelve months, enhanced by the fresh and enthusiastic team of professionals in the AITD Support Centre.

There is a wave of momentum building in the divisions, with a fantastic response to the efforts of our growing divisional councils. An attitude of ‘how do we say “yes”, rather than “no”’ has helped us trial new initiatives and ideas with good grace and humour, allowing us to use any setbacks as stepping stones to greater achievements.

I have taken great personal satisfaction in seeing the AITD Support Centre team blossom and grow in their roles over the year. In particular, I would like to acknowledge our magazine editor, Samantha Gilbertson, for the work she has done to revamp the magazine, which has been incredibly well received by our members. Sam is now our longest-serving staff member at just over two years and, as well as the magazine, she has oversight of the conference, awards, annual dinner, website, social media and other communications – an amazing achievement.

We are well positioned financially to invest in our strategic initiatives in the coming years. Prudent management by the team allowed us to come in under budget in FY19, and we hope to overachieve again in FY20.

Thank you to everyone for your support – our members, board, divisional councils, facilitators, strategic partners, industry supporters and the AITD Support Centre team. We love doing what we do and look forward to another successful year ahead.

Lynette Pinder MAITD
Chief Executive Officer

We are well positioned financially to invest in our strategic initiatives in the coming years.

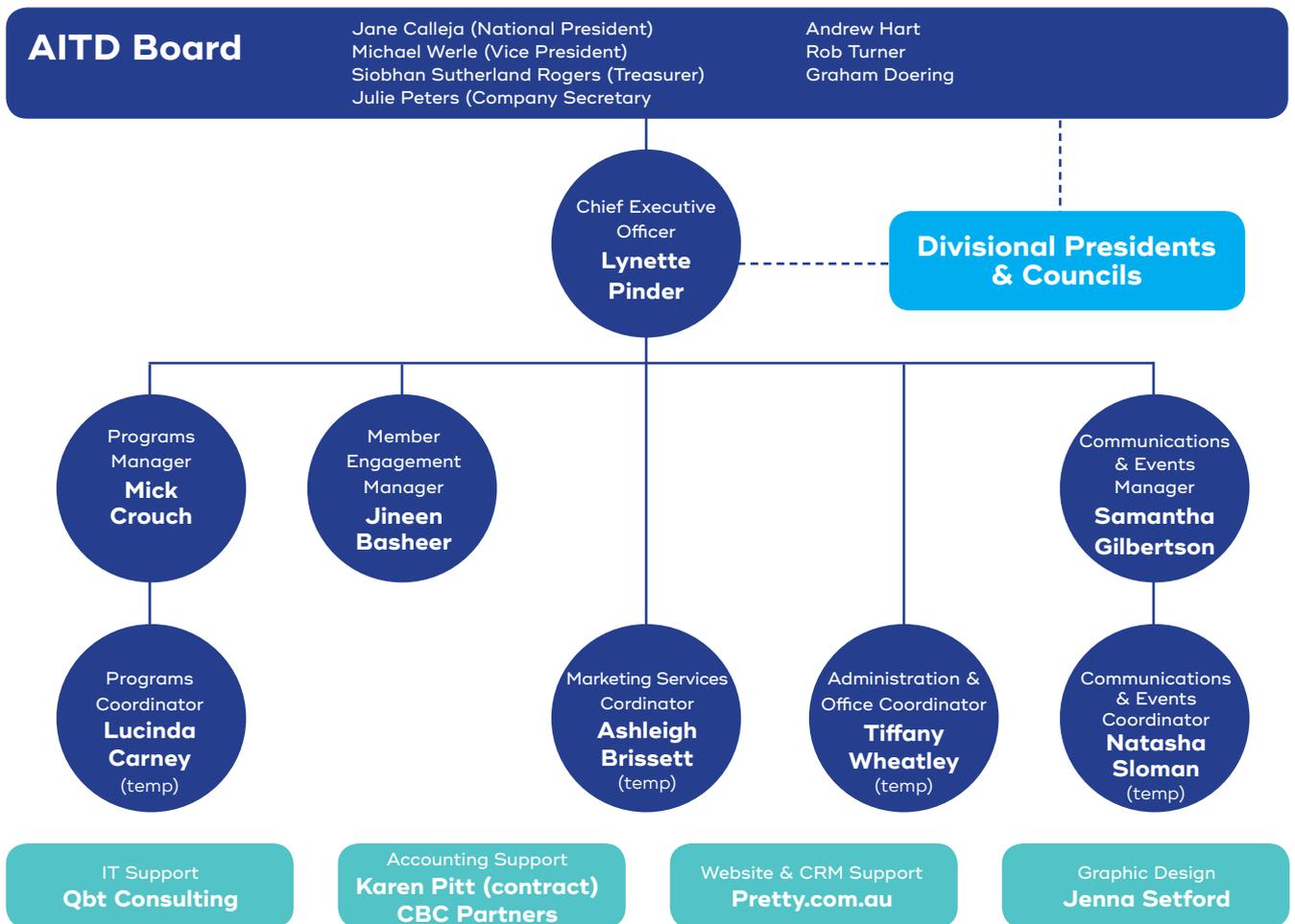
Our Objectives and Activities.

The objectives outlined in the AITD strategic plan for 2018–2019 were pursued via the following activities:

- Investing in people and systems for strategic growth and organisational efficiency
- Strategic planning sessions to develop future plans
- Redesign of Training & Development magazine
- Replacement of outdated ICT infrastructure
- Migration of the financial system from MYOB to Xero
- Selection process to choose a partner to deliver a new customer database and website in FY20
- Partnering with Terrapinn to host the Australian Workplace Learning Conference 2019 at EduTECH in Sydney
- Engaging new partners for IT, accounting and graphic design expertise

Our Team.

The CEO, Lynette Pinder, commenced on 2 July 2018 and recruited a professional and enthusiastic team in the AITD Support Centre. The organisation structure, as at 30 June 2019, was:



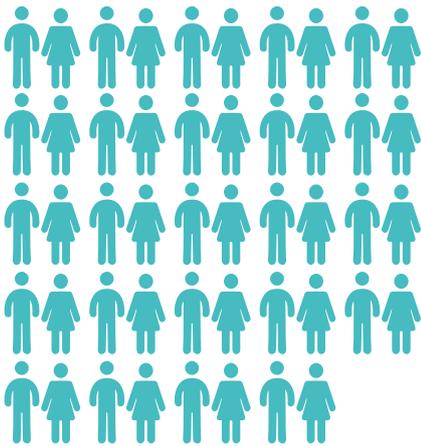
Our AITD members also provide invaluable support by volunteering to stand on the AITD board and divisional councils, as well as organising local events, representing AITD at functions, events and presentations, sharing their expertise via webinars and on advisory groups and committees, acting as mentors in our mentoring program, writing for our magazine and judging our annual AITD Excellence Awards.

Our Achievements.

Membership.

1,544 members

(1,513 in FY18)



407
new members

77%
retention rate

MEMBERS BY TYPE

Professional members	1,438
Fellow members	50
International members	15
Graduate members	14
Student members	11
Associate fellow members	8
Life members	8

CORPORATE MEMBERSHIPS

Corporate Bronze	44
Corporate Silver	8
Corporate Gold	3
Corporate Platinum	2

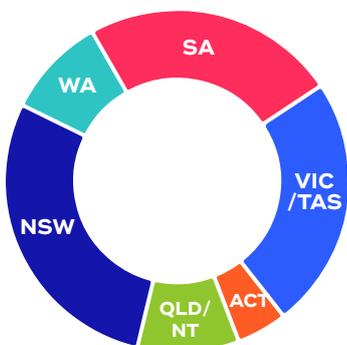
MEMBERS BY STATE



We were delighted to have the following platinum corporate members:

ROYAL AUSTRALIAN NAVY
DEPARTMENT OF EDUCATION (QLD)

Local Events.



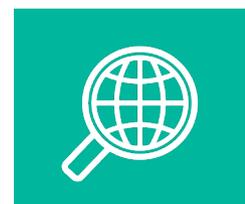
Local events are planned and delivered by divisional councils to provide professional development and networking opportunities across Australia.

Programs.

	Face-to-face 53 courses
	Online 7 courses
	In-house 9 courses

AITD programs are delivered by a talented group of AITD members who are engaged to facilitate courses in the area of their expertise. AITD acknowledges the support of our facilitators to ensure our programs are of a consistently high quality and remain highly regarded by the learning and development community.

Webinars.



AITD members were supported by free monthly webinars across a range of topics in FY19. Recordings of webinars are also made available to members who were unable to attend the live sessions.

Our Achievements.

Magazine.



The quarterly *Training & Development* magazine has undergone a number of changes, commencing with the appointment of a new editor, Sam Gilbertson, and including a complete redesign of the layout and graphics. These changes have been extremely well received by the membership and the magazine continues to be one of the most highly valued member benefits. Many of our members also share their expertise by contributing articles to the magazine.

Annual Gala Dinner.



The annual gala dinner for 2018 incorporated the announcement of the winners of the AITD Excellence Awards. The sell-out event was held at Dockside, Darling Harbour in Sydney.

Excellence Awards 2018.

The highly regarded AITD Excellence Awards generated a large amount of interest and entries in 2018. The awards are judged by experienced AITD members as volunteers and we thank them for their time, enthusiasm and discretion in helping us maintain the integrity of the awards.



We would also like to thank and acknowledge our generous sponsors:

- Art of Mentoring
- EBSCO
- Specsavers

Conference.



For the second year running, AITD partnered with Terrapinn Australia to present the Australian Workplace Learning Conference 2019 as part of the EduTECH international exhibition. This event was held in June 2019 at the International Conference Centre (ICC) in Sydney.

Social Media.



AITD continues to promote events and support the learning and development community by sharing information on our social media channels. Connect with us on LinkedIn, Twitter (@aitd1) and Instagram (@aitdhq).

Mentoring Program.



The Art of Mentoring platform has been used in 2019 for the first time. AITD members generously donated time to assist as mentors with the program.

Strategic Partners.

AITD would like to acknowledge the support of our strategic partners. AITD has partnered with the following organisations to provide quality services to our members:

EBSCO

Business Source database of business journals, eBooks, articles and information

Guild
INSURANCE

Professional indemnity insurance for members

ART of MENTORING

Mentoring program platform and support

footprint
books

Member discount and free delivery

cliftons
your vision our venues

One-off member discount

For further information, contact the AITD support centre.

Financial Performance.

Detailed information on the financial performance of AITD can be found in the audited financial statements which are available on the AITD website: www.aitd.com.au

Operating loss of \$62,987 against a budgeted loss of \$98,648 (FY18 loss \$76,493)

Assets of \$1.9 million with equity of \$1.6 million.



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Suite 11, 410 Elizabeth Street
Surry Hills
NSW 2010

T: 02 9211 9414
E: admin@aitd.com.au
www.aitd.com.au
ABN: 52 008 516 701