

## METRO schedule 2014/15

	round 1	round 2	round 3	round 4	
				first year	second year
	<b>METRO CONFERENCE March 10-12: Trainee, Trainer &amp; Coach reviewing year plan</b>				Evaluation form emailed to Trainee & Trainer Due Dec 12
<b>Coach books in phone call with trainer</b>	Mon Mar 31-Fri April 4	Mon 16 June-Fri June 20	Mon Sept 15-Fri Sept 19	Mon Dec 1-Fri Dec 5	
<b>Trainee prepares term reflection/report*</b>	Mon Mar 31-Fri April 4	Mon 16 June-Fri June 20	Mon Sept 15-Fri Sept 19	Mon Dec 1-Fri Dec 5	Mon Dec 1-Fri Dec 5 ***Special reflection on whole traineeship & future hopes
<b>Trainer &amp; Trainee discuss reflection/report &amp; confirm next term's planner*</b>	Mon April 7-Fri April 11	Mon June 23-Fri June 27	Mon Sept 22-Fri Sept 26	Mon Dec 8-Fri Dec 12	Mon Dec 8-Fri Dec 12 ***Special time of reflection & thanksgiving
<b>Trainer adds comments &amp; sends reflection/report &amp; planner to Coach</b>	Mon April 7-Fri April 11	Mon June 23-Fri June 27	Mon Sept 22-Fri Sept 26	Mon Dec 8-Fri Dec 12	
<b>Coach forwards reflection/report &amp; planner to committee reporting coordinator**</b>	Fri April 11	Fri June 27	Fri Sept 26	Fri Dec 12	
<b>Coach contacts trainer</b>	April 14-25	July 1-11	Sept 29-Oct 10	Dec 15-20	
<b>Committee meeting</b>	<b>Mon April 28 9.30am</b>	<b>Mon July 14 9.30am</b>	<b>Mon Oct 13 9.30am</b>	<b>METRO Conference 2015 2-4 March 2015</b>	

The Trainer is to email the report to the Coach. However, if there are other issues with reporting, please contact the committee reporting coordinator, Chris Quirk ([chris\\_a\\_q@yahoo.com.au](mailto:chris_a_q@yahoo.com.au)).

\* Reflection/report & Term planner templates available at [www.metro.edu.au/resources](http://www.metro.edu.au/resources)

\*\* How much of the reflection/report is forwarded to the committee is left to the discretion of the coach

\*\*\* The Trainee & Trainer may wish to hold a celebratory dinner and reflect on, and give thanks for the time of training.

### **Other Important Dates**

**Applications for 2015/16 close** August 29, 2014

**Interviews for 2015/16** September 19, 2014