Welcome to our ISR team!

Use this planner to learn about your ISR role, with the right support from those around you.

This planner provides you with a learning pathway to build your ISR capability. Use it to:
- identify your ISR learning support people
- work through a series of checklists, which explains what to do, and when
- access the right ISR training and information when needed
- drive your future development as you build your expertise.

Talk to your induction coach each day, tick off the checklists as you go, and get sign-offs at key points.
# Planning your ISR learning and development

## BUILD YOUR KNOWLEDGE

Build your core knowledge of ISR. Some of you will be new to your organisation also, and completing a site/organisation induction at the same time.

- **Meet with your manager**, and discuss your agency’s involvement in ISR programme, your role, and plan your ISR induction, including time frames.
- **Meet your coach** (if this is a different person), and discuss how you will work together.
- **Complete the ‘ISR induction (e-learning)’ course** on the ISR Training site where you will learn the core knowledge and concepts underpinning ISR.
  - Introduction to ISR
  - Introduction to risk assessment
  - Information and privacy
  - Introduction to the Family Safety System
- **Talk to your manager about which modules you should complete** from the ‘ISR Additional Topics (e-learning course)’.
- **Observe others**. For example, attend an ISR safety planning meeting, and get to know the people involved, and how they all work together.

## BUILD YOUR SKILLS

Apply your knowledge, skills and experience on cases, until you are consistently applying the ISR principles, process and tools in your role.

- **Talk with your coach** about cases and tasks you will work on, and the support you will need.
  - Keep asking questions.
  - Get observed and seek feedback until you achieve the required standard.
- **Use the ISR Process Support Tool** to access the information you need in your daily work, such as:
  - checklists for completing tasks, with minimum standards, examples, tools and templates
  - links to additional reference information
  - links through to additional help and support.
- **Connect with your ISR Specialist Practice Lead** to check out the opportunities to attend upcoming workshops and other specialist practice events.
- **Self-reflect every case and your own practice.** Ask yourself “Have I taken every opportunity to identify needs and assess risk, to keep the victim, tamariki and whānau safe?”

## ONGOING DEVELOPMENT

Once you have achieved the required standard, keep improving and building your expertise.

- **Use every case as an opportunity to apply your learning, self-reflect, and improve your own performance.**
- **Explore the ISR course library** on the ISR training site for additional training on family violence and other relevant topics that you might find beneficial.
- **Model and inspire others.**
- **Attend any refresher training.**
- **Talk with your manager about your own development and opportunities, such as:**
  - coaching others
  - building your expertise in a specialist area
  - sharing your knowledge – for example sharing your knowledge with iwi and community groups
  - looking at future career pathways in ISR and the wider family violence sector
  - management and leadership
  - a secondment to another agency (to cross-fertilise and share your expertise and ideas)
  - external study.

## MANAGER SIGN-OFF

Once you know the core knowledge about ISR, meet with your manager.
- Discuss your progress and achievements.
- Plan your next steps.
- Complete sign-off.

**SIGNATURE .........................................................**

**DATE .................................................................**

## MANAGER SIGN-OFF

Once you demonstrate that you consistently apply the ISR principles, process, and tools, meet with your manager.
- Discuss your progress.
- Plan how you will continue to build your knowledge and skills.
- Complete sign-off.

**SIGNATURE .........................................................**

**DATE .................................................................**

## PLAN YOUR NEXT STEPS

- Set your future ISR goals.
- Plan how you will achieve these.

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### Planning your ISR learning and development

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### Examples of Modules

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