



catalyst

training & disability services

higher expectations better outcomes

Strategic Plan
2023-2026

Introduction from the CEO

Prioletti Consultants Pty Ltd (trading as catalyst training & disability services) has been a Registered Training Organisation delivering foundational courses to people with an intellectual disability since 2016 and NDIS registered since 2019. We are very proud of the outcomes achieved by the learners & participants who have completed their journey with us.

Over the next three years we plan to tap into new and emerging opportunities and deliver better outcomes to people with an intellectual disability. We have faced and addressed many challenges, becoming stronger and more resilient over time.



Vision and Mission

Our Vision

A world where the expectation and opportunities are the same for people with disabilities.

Our Mission

To provide high quality services so that people with disabilities

- gain the skills and knowledge to get a paid job
- develop connections and personal relationships
- become active members of the community

Overview

The 2023-2026 Strategic Plan gives an overview of our priorities and strategic direction.

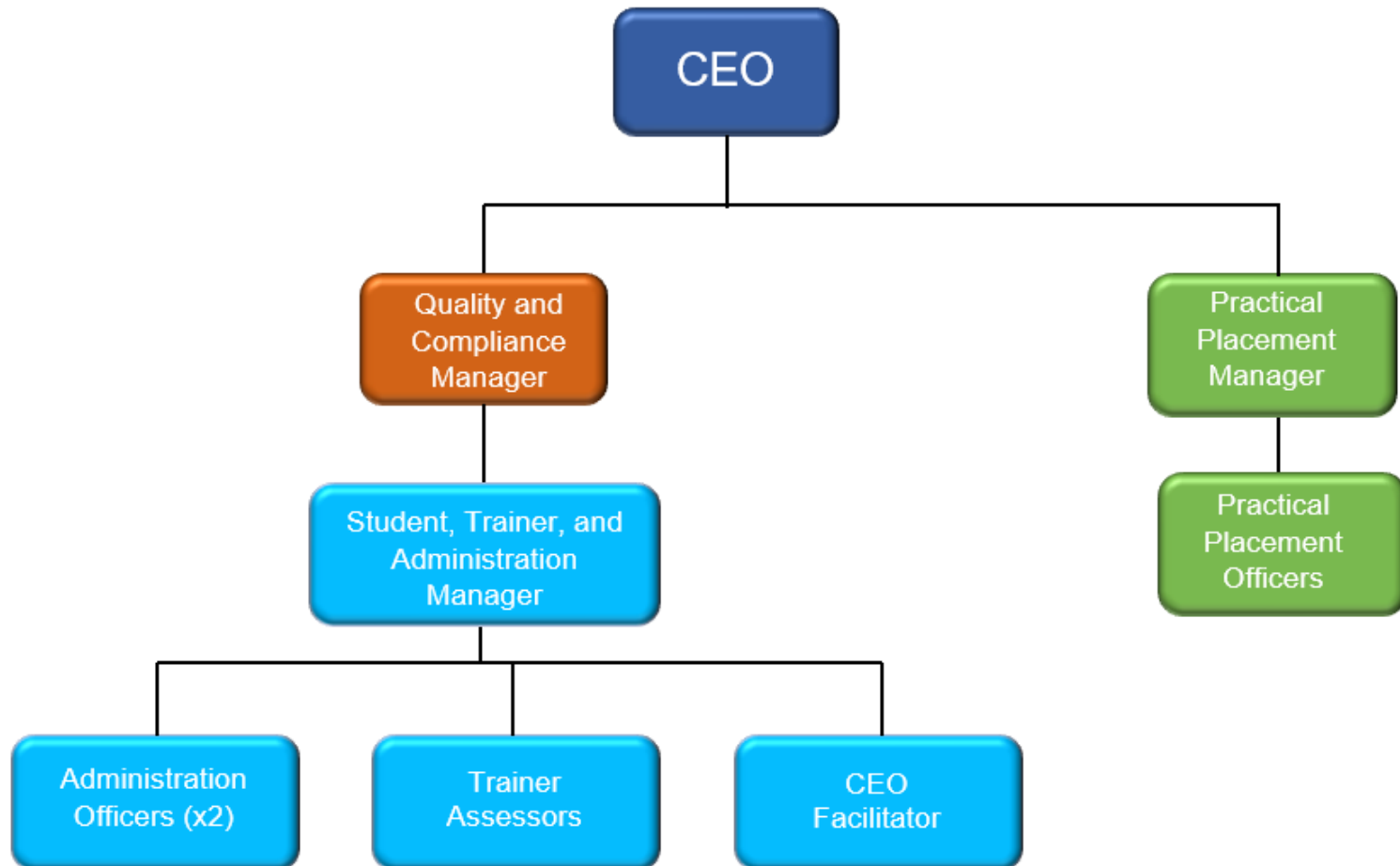
The aims in the plan have been reviewed and are now:

1. To continue to deliver high quality training and deliver 300 accredited enrolments by 2026
2. To deliver, and to grow, the catalyst Employment Outcomes initiative
3. To ensure all staff have the experience and qualifications and ongoing professional development to deliver quality training and supports

Catalyst training & disability services

| Services Offered | Stakeholders |
|--|---|
| Accredited courses: <ul style="list-style-type: none">• 22567VIC Certificate I in Transition Education• 22566VIC Certificate I in Work Education• 22481VIC Certificate II in Work Education• SITXFSA005 Use Hygienic Practices for Food Safety | <ul style="list-style-type: none">• Students with intellectual disability or permanent cognitive impairment who are looking for skills to live more independently in the community or develop work skills• Families and service providers who are seeking future opportunities for their family member from a qualified, reputable and outcomes focussed organisation• People with a disability with NDIS funding packages who want to develop their skills and meet their stated goals• Disability services who are seeking to expand their suite of services |
| Assistance with finding a part time job <ul style="list-style-type: none">• Practical work placements and tasters• catalyst Food Van | <ul style="list-style-type: none">• People with an intellectual disability who want to work and need more, or tailored, support |
| NDIS supports: <ul style="list-style-type: none">• Finding & Keeping a Job• catalyst Employment Options (CEO)• Support Coordination | <ul style="list-style-type: none">• People with disability with NDIS funding• People with disability who are seeking employment• People who need support to implement and manage their NDIS plan |

Organisational Structure



Where we want to be by the end of 2026

- Skills First contract continuing delivering high quality, accredited training - 300 commencements
- Establish a replicable CEO Model
- catalyst Employment Outcomes groups across metropolitan Melbourne and Regional Victoria
- Paid work outcomes for 80% of catalyst Employment Outcomes participants (CEO)
- Sustainable and replicable business model in place for the Registered Training Organisation and SLES initiative with robust, structured compliance measures in place.
- Marketing of catalyst as an outcomes-based organisation
- Succession planning in place for key roles

SWOT analysis

Strengths

- Committed team who are interested in learners and participants Demonstrated outcomes for people with an intellectual disability, particularly in the area of employment
- Supporting people to find their first part time job
- Excellent trainers with strong commitment/experience
- Niche organisation – flexible, nimble, responsive
- Professional, corporate approach
- Building partnerships and diversifying the referral base
- Investing upfront to achieve perceived outcomes – not afraid to take risks

SWOT analysis

Opportunities

- Extension of Skills First funding beyond 2023
- Strengthen relationships with DES and other providers to attract more students
- Increase number of CEO initiatives to 10 across metropolitan area
- Strengthen direct relationships with families
- Develop new partnerships e.g. St John of God Accord
- Develop innovative ideas to take to funding bodies
- Increase profile by nominating for awards
- Tender opportunities
- Utilising other options for NDIS business

SWOT analysis

Weaknesses

- Low diversification of funding
- Cash flow tied to assessments
- Lack of distinction between catalyst Training and catalyst training & disability services
- Lack of succession planning for key roles

SWOT analysis

Threats

- Non-compliance with RTO standards and/or Skills First contract
- Skills First contract not renewed
- Non-compliance/s identified in Skills First Audit
- Potential reputational damage with DET and SVTS
- Potentially relying on School Leaver Employment Support funding as the key source of the NDIS business

Key Risks and Mitigations

| Risk | Mitigation | Key responsibility | Milestone |
|--|---|---------------------------------------|---------------------------|
| Skills First contract not awarded | <ul style="list-style-type: none"> Maintain high quality training through compliance with contract terms and conditions to pass audits and maintain reputation with Department of Education and/or svts | Josie Prioletti (CEO) & Jenny Boulton | March 2023 and ongoing |
| Reliance on one or more referring agencies for student numbers | <ul style="list-style-type: none"> Building of relationships with a number of potential partners (extending existing strong networks) and referring agencies | Josie Prioletti | February 2023 and ongoing |
| Lack of experienced or suitably qualified staff to fill critical management or administrative roles | <ul style="list-style-type: none"> Recruit to required skills and knowledge in PDs Continue to develop the succession plan for key roles | Stella Armstrong | February 2023 and ongoing |
| Difficulty in attracting trainers and assessors with the required qualifications AND disability experience | <ul style="list-style-type: none"> All potential trainers/assessors to have relevant disability experience as well as required qualifications Use TA roles as an opportunity to develop and mentor Use catalyst Trainers' Network & Newsletter | Josie Prioletti & Stella Armstrong | February 2023 and ongoing |

Key Risks and Mitigations

| Risk | Mitigation | Key responsibility | Milestone |
|--|--|-----------------------------------|---------------------------|
| Attracting of staff with experience and competency to deliver catalyst Employment Outcomes | <ul style="list-style-type: none"> All potential facilitators or support workers to have relevant disability experience prior to appointment Knowledge of NDIS an advantage Review induction program, develop themes to be used during year | Jenny Boulton | February 2023 and ongoing |
| Non-conformances in Skills First Audit | <ul style="list-style-type: none"> Work with RTO consultant, to prepare for a Skills First audit in early 2023 Review learner files in preparation for audit | Jenny Boulton Stella Armstrong | March 2023 |
| Non-conformance/s in ASQA Audit | <ul style="list-style-type: none"> Work with RTO consultant, to prepare for an ASQA audit in early 2023, expected as part of the re-registration process Review learner files in preparation for audit | Jenny Boulton Stella Armstrong | March 2023 |