

CURRICULUM VITAE (TRAINING)

Kerryn Burgoyne

0435 555 453

info@ktalk.au

OBJECTIVE: To obtain sessional contract work through training organisations providing training to a wide range of audiences with my focus on strategies to achieve effective employment outcomes for individuals diagnosed with autism spectrum disorder. I possess excellent people skills enabling me to deal with people from a broad range of backgrounds including experience in the school sector that enables me to facilitate training to all ages.

PROFFESIONAL EXPERIENCES:

Employer: Amaze

Position: Technical Expert

Duration: June 2013 – May 2014 - Contract

AMAZE is the peak body in Victoria providing advice and guidance regarding autism spectrum disorder and was also an approved JASANZ auditor for ISO 9001 and the Department of Human Services Standards. My role was as a technical expert providing specific advice regarding autism spectrum disorders.

The role included:

- Attending schools within Melbourne CBD & Regional Victoria - observing teachers and teaching aides working with students with ASD.
- Providing advice, guidance, and feedback on their interaction with students and how they may be able to better support students in the classroom.
- Providing strategies for teachers and teacher aides to address behavior impacting on whole of class learning and to support enhanced learning outcomes for students with ASD.
- Administration duties as directed.

ACHIEVEMENTS:

- The advice, guidance and strategies provided to teachers and aides had a positive outcome within the schools and assisted these schools to become ASD compliant. In many instances, the strategies and advice were then adopted, across the school community and practices implemented within school policy frameworks.
- Working with the different students and engaging in their school activities with them & being part of their classroom learning.

Employer: KTalk

Position: Founder/Director

Duration: (2007 - 2014) (2023 – Current)

- Facilitated training to primary and secondary schools, higher education providers, health care professionals and a range of community sector organisations including employment services.
- Facilitated training and information sessions for parent groups and general community awareness including strategy sessions and behaviour management models.
- Attended & facilitated training sessions interstate in conferences around Australia & the world. This has also included Launceston Tasmania, Perth WA, Paris France (2024), Bali Indonesia (2024) as well as other states here in Australia. I'm also registering for another autism conference in Heidelberg Germany as well as another in Dublin Ireland for 2025.
- General office administration as required, including the production and distribution of a regular newsletter promoting issues of the day and training options available from KTALK.
- **These newsletters were sent to** schools/parent groups, Neighborhood Houses & community centres around Australia & overseas to New Zealand and way beyond! **Email marketing was covered Australia wide as well as some countries overseas such as New Zealand.**
- Provided one to one support and advice to families, individuals, and organisations to assist and support their role supporting individuals with ASD.
- Authored a number of resource materials to support the ongoing development of support and encouragement to organisation to successfully employ individuals with ASD.
- Written/developed and run phenomenally successful self-courses within the local community through Neighborhood Houses/Community Centres throughout Victoria.

ACHIEVEMENTS:

- Reaching out to and improving the lives of many families of individuals living with ASD, teaching them the basics & specific life skills they needed to lead independent lives for themselves.
- In response to concerns raised by families of their child/s behavior providing suggestions of how they could implement practical solutions to resolve their concerns.
- Authoring a range of self-help life course manuals and teaching materials in the community and at Neighborhood Community Centres.
- Hearing the feedback from those participants on how valuable it was at the time and how desperately needed in the community for their own educational purpose.

Employer: Kinglake Ranges Neighborhood House

Position: Tutor – Computer class

Duration: September 2012 – June 2013

- Presented to the students a range of topics including how to use a basic computer, the Internet and how to use an outlook email system for themselves.
- Taught students how to use & optimize Microsoft Office Suite including Word, Excel, PowerPoint & Publisher for their own benefits.
- Setup & pack down for classroom lessons including equipment and data projector.
- Supported students by assisting them with their questions.
- Prepared classroom materials for students, e.g. training manuals & PowerPoint files required for student learning by photocopying for those materials as such.

ACHIEVEMENTS:

- Hearing the graphical stories from the students who had battled the Black Saturday bushfires at the time and providing much needed support & empathy in the classroom.
- Hearing students say they'll never learn anything, they're too old for the class and the new technology then seeing them develop over the length of the course, their confidence soar as well as their self-esteem that they have gained, the skills knowledge & learning they have received, to set up an email account, send, reply and receive an email to a friend or a loved one, and are able to confidently start up and shut down a computer and type on a laptop keyboard.
- Students successfully complete the course and being presented with certificates of attendance for participating.
- Knowing when I had finished the day's work – smiling and driving down the road towards home, it made me feel great, that I had taught somebody something new that they did not know before and now had the skills necessary to use them in the workforce or beyond elsewhere at home!

Please contact me should you require a referee for this document.