

TAA40104 Certificate IV in Training and Assessment

Free of charge for students eligible for the Productivity Places Program

Productivity Places Program is funded by the Australian Government.
<http://www.productivityplaces.deewr.gov.au/home.htm>

Qualification: Certificate IV (AQF)

Training Package: TAA04 Training and Assessment

TAFE NSW course no: 17081

This qualification will enable you to develop the knowledge, skills and attitudes required to competently perform the role of a skilled trainer, facilitator and assessor in the workplace and the VET sector. It will be delivered in the form of four Statements of Attainment.

Career Opportunities: Training officer positions, trainers and assessors in a Registered Training Organisation.

Articulation: Completion of the core units of this qualification provides entry into TAA50104 Diploma of Training and Assessment. You may also gain advanced standing in the Diploma for an elective unit.

Entry Requirements: NSW Higher School Certificate or equivalent; competent internet, email and computer skills; and access to a workplace or industry area, preferably in a role where you are involved with training or supervising others.

Additional Information:

- Delivery mode will depend on demand – one night (6:00-9:00pm) per week over 12 months or 16 x day (9:30-4:30) workshops.
- Any Statement of Attainment or part thereof can be achieved through Recognition if you feel you can demonstrate that you already have the skills and are currently using them. You will need to discuss this in detail with your trainer before the relevant Statement of Attainment.
- Hours allocated are only classroom hours. Allow another 2 – 3 hours per week for assessment requirements.

North Coast TAFE recognises and acknowledges the traditional custodians of the land upon which we work and study.

Note: Enrolments can be made by phoning 131 601. Places can also be reserved and payment made at a Campus office. Courses may only commence subject to sufficient numbers. Refunds are available with 5 working days notice prior to course commencement. No fee exemptions apply for this course. GST is included in all prices. All information is accurate at time of printing.



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Course commencement is subject to sufficient resources and demand. For the most up-to-date information on course content, attendance modes; fees, concessions, refunds and exemptions; recognition of prior learning and credit transfer options; student support services including literacy and numeracy support and welfare services; student rights and responsibilities; appeals and complaints process and Department of Education and Training Code of Conduct visit the Institute website or ring 131601.



Semester 2, 2009

Campus: Lismore
Conway Street
LISMORE NSW 2480

To enrol

Ring 131601 or your local campus to register. You can pay over the phone using a credit card or register your interest and then visit the campus to make payment.

People who may be eligible for the Productivity Places Program should contact their Employment Services Provider as soon as possible.

Starts:

Evening group: Mon 27 July
Day group: Friday 31 July

Attendance: see page 2.

Cost: TAFE fee: fees are per Statement of Attainment (see page 2).

There is no TAFE fee for people eligible for the Productivity Places Program

Contacts and more information:

Lindy Suttor
Lismore Campus
p: 02 6623 0200

or
Customer Service Centre
p: 131601 or 02 6586 2249
e: nci.courseinfo@tafensw.edu.au

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www.nci.tafensw.edu.au

Stage 1: Statement of Attainment in Contributing to Training & Assessment

Units	TAAASS301A Contribute to Assessment TAADEL301A Provide training through instruction and demonstration of work skills
Duration	4 days OR 8 evenings depending on demand
Cost	\$400
Starts	Day: Friday 31 July Eve: Mon 27 July
Comments	Especially suitable for workplace trainers where training and assessment materials are already available and where training and assessment will be internal.

Stage 2: Statement of Attainment in VET Learning Design (Vocational Education & Training)

Units	TAADES401A Use training packages to meet client needs TAADES402A Design and develop learning programs
Duration	3 days (Fridays) OR 6 evenings (Tuesdays) depending on demand
Cost	\$350
Starts	Day: Friday 28 August Eve: Mon 19 October
Comments	For those who can identify a training need and want to develop a learning program using national units of competencies and dealing with national training frameworks.

Stage 3: Statement of Attainment in Delivery & Facilitation in VET Environment

Units	TAADEL401A Plan and organise group-based delivery TAADEL402A Facilitate group based learning TAADEL403A Facilitate individual learning TAADEL404A Facilitate work-based learning TAAENV401A Work effectively in vocational educational training TAA ENV403A Ensure a healthy and safe learning environment (OH&S) TAAENV402A Foster and promote an inclusive learning cult
Duration	5 days OR 10 evenings depending on demand
Cost	\$580
Starts	Day: Friday 25 September Eve: Feb 2010
Comments	For those who wish to improve their skills and understanding in delivering training in different contexts – i.e. outside of their workplace or for a nationally registered training organisation.

Stage 4: Statement of Attainment in Assessment in VET

Units	TAAASS401A Plan and organise assessment TAAASS402A Assess competence TAAASS403A Develop assessment tools TAAASS404A Participate in assessment validation
Duration	4 days OR 8 evenings depending on demand
Cost	\$465
Starts	Day: Friday 13 November Eve: April 2010
Comments	For those who wish to develop their skills in assessment against national standards.