**CERTIFICATE IV IN TRAINING AND ASSESSMENT - TAE40110**

[](http://www.google.com.au/url?sa=i&rct=j&q=Training+and+Assessment&source=images&cd=&cad=rja&docid=mj5PbmiL1YppUM&tbnid=hd9LQhnM3HUKJM:&ved=0CAUQjRw&url=http://www.aot.edu.au/certificate-iv/tae40110-taatotae.html&ei=6UksUcXxGMaJmQX4_oCgDA&psig=AFQjCNHqBrfXouuRLwCkIkhFctRD_Y9gBA&ust=1361943188734654)

This accredited program has been designed to reflect the job roles of individuals delivering training and assessment services in the Vocational Education and Training (VET) sector.

The program is suited to individuals from a wide client base who have appropriate industry specific knowledge and skill. Ideally, these individuals should have vocational skill at a level that supports training and education in the subject area in which it is intended to teach. These individuals may wish to become qualified Trainers and Assessors in their area/s of expertise so they can impart their knowledge and skills to various learner groups.

It is anticipated that the target group may have backgrounds that include:

* substantial on the job experience in enterprises, including peer tutoring and/or mentoring
* frontline leadership roles in industry contexts with responsibility for skills development of staff
* expertise and/or qualifications in specific vocational areas, e.g. personal services such as

hairdressing, beauty therapy, massage therapy; construction industry such as plumbing, carpentry, building management; information and communication technology over a range of industries; business services from management, through to marketing, legal studies and administration

* experience and/or qualifications in other education sectors or fields - primary, secondary, higher education, language, literacy and numeracy provision.

***All applicants, regardless of their background must have a topic, or field in an area of special expertise in which they are planning to work.***

Achievement of this qualification will meet the determination made by The National Skills Standard Council (NSSC) in relation to the training and assessment competencies to be held by trainers and assessors in accordance with the Standards for Initial and Continuing Registration and SNR 4.4 and 15.4 of the *Standards for NVR Registered Training Organisations.*

Possible job titles and roles relevant to this qualification include:

* enterprise trainer
* enterprise assessor
* registered training organisation (RTO) trainer
* RTO assessor
* training adviser or training needs analyst
* Vocational education teacher

**Entry Requirements**

There are no formal entry requirements for this course, however you will need:

* Access to a computer with internet connection and software for word processing and presentations (eg Word / PowerPoint).
* Sound computer skills. Proficient in use of word processing and presentation software for completion of assessment tasks.
* Access to a training environment or workplace to conduct assessment tasks.
* Sufficient language, literacy and numeracy skills to complete the course, e.g.:
  + the ability to interpret and comprehend written information in order to develop learning and assessment content and processes, and
  + language skills in order to provide clear information/instructions and to give, receive and interpret feedback to the necessary level between Trainer/Assessor and client group.
* Vocational qualification and current vocational experience in the area you plan to deliver / assess

**Program Details**

**Training Days**  Fridays and Saturdays

Commencing Friday 27 Feb 2015 – 29 August 2015

**Session details** Delivery cluster – 27 / 28 Feb & 27 / 28 March

Design cluster – 1 / 2 May & 29 May

Assessment cluster – 26 / 27 June & 31 July

LLN unit – 28 / 29 August

**Times** 9.30am to 4.30pm

**Venue** ET Australia, 123 Donnison Street

Gosford NSW

All participants will receive detailed manuals and assessments, ongoing support and instructor assistance. Breaks have been scheduled between clusters and delivery to allow time for completion of assessment work.

**Units of Study**

Core units

TAEASS401B Plan assessment activities and processes

TAEASS402B Assess competence

TAEASS403B Participate in assessment validation

TAEDEL401A Plan, organise and deliver group-based learning

TAEDEL402A Plan, organise and facilitate learning in the workplace

TAEDES401A Design and develop learning programs

TAEDES402A Use training packages and accredited courses to meet client needs

Elective units

TAEASS301B Contribute to assessment

TAELLN411 Address adult language, literacy and numeracy skills

BSBCMM401A Make a presentation

Upon successful completion of all units listed participants will be issued with a nationally recognised **Certificate IV in Training and Assessment TAE40110** qualification.

**Pathways from the qualification**

After achieving TAE40110 Certificate IV in Training and Assessment, students may undertake TAA50104 Diploma of Training and Assessment or may choose to undertake TAE70110 Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice.

**For further information please contact**

**ET Australia 4323 1233 or 1300 852 800**