

## Training and Facilitation

Learning Verve is a Registered Training Organisation offering a wide range of approved vocational education and training programs including the Certificate IV in Training and Assessment (TAE40110) and individual units of this qualification, such as Training Delivery and Facilitation.

All our programs focus on learning that is closely aligned to organisational needs and goals. This focus ensures that the learning is meaningful and has practical, and immediate, application in the workplace.

The Training Delivery and Facilitation program (units from the Certificate IV in Training and Assessment – TAE40110) is a cross-industry, competency-based unit that is relevant to individuals involved in the provision of training services within any workplace.

The program is suitable for:

- Organisations wanting to train a number of staff to become workplace trainers
- Anyone currently involved in training individuals or small groups who would like to increase their skill and understanding of adult learning principles, training program design and training delivery
- Individuals wanting to move into a workplace training role

### Program Outcomes

This program will give you the skills and knowledge to conduct effective on-the-job training. You will learn how to:

- Plan and organise group-based delivery
- Facilitate group-base learning
- Facilitate individual learning
- Facilitate work-based learning

**Program Duration:**                      **2 days + 1 self study unit**



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### Program Delivery

The program can be delivered

- Through our schedule course
- As an onsite program (at your premises)

### Mutual Recognition

Learning Verve recognises AQF Qualifications and Statements of Attainment issued by other RTOs under our 'Mutual Recognition' obligation. Originals of any AQF Qualifications or Statements of Attainment will need to be sighted prior to enrolment so that any exemptions can be identified and granted (in accordance with Learning Verve's Credit Transfer and RPL/RCC policies and procedures).

### Recognition of Prior Learning (RPL)

Participants who already possess the required knowledge and skills within specific units of competency (regardless of where or how these were acquired) may apply for Recognition of Prior Learning (RPL). Participants who apply for RPL will need to provide evidence of their competence. Successful RPL applications will lead to exemptions from the identified unit/s of competency.

### Entry requirements

The program is open to anyone currently working in a management, supervisory or team leader role. Participants will need to demonstrate that they have the requisite English language/literacy skills as well as the ability to analyse and solve problems.

### Certification

Participants who successfully complete the program of study will be issued with a Statement of Attainment for:

- TAEDEL401A Plan, organise and deliver group based learning
- TAEDEL402A Plan, organise and facilitate learning in the workplace
- TAEDEL301A Provide training through instruction and demonstration of work skills



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