

Certificate IV in Training and Assessment

(TAE40110)



Certificate IV in Training and Assessment specifies the competencies required to deliver training in an industry area or area of subject matter expertise, and to conduct competency-based assessment in a range of contexts.

The Certificate IV in Training and Assessment qualification is designed for training practitioners who have a broad role or major component of their role in the delivery of training and assessment services. This includes existing RTO and workplace training and assessment practitioners and new training practitioners moving into roles where training and assessment is the major component of their role.

DESIGNED FOR:

This course is suitable for people wishing to work as trainers and assessors or for individuals seeking to extend, enhance and complement existing qualifications.

DURATION:

6 day instructor-lead. Ten units are required to complete the qualification.

COST:

\$2,350.00 (no GST)

TRAINING DATES:

- 22 Feb; 7, 8, 21, 22 March; 11 April 2012.
- 2, 16, 17, 30, 31 May; 20 June 2012.
- 4, 18, 19 July; 1, 2, 22 August 2012.
- 3, 17, 18, 31 Oct; 1, 21 Nov 2012.

VENUE:

Portpark Conference Centre, Building 2, 574 Plummer Street, Port Melbourne, Victoria 3207.



THERE ARE 10 UNITS OF COMPETENCY IN THE CERTIFICATE IV IN TRAINING AND ASSESSMENT AND THE PROGRAM ADDRESSES KEY COMPETENCIES THAT REPRESENT THE PRIMARY AREAS OF WORK UNDERTAKEN WITHIN ORGANISATIONS PROVIDING TRAINING AND ASSESSMENT SERVICES.

DAY 1

TAEDES401A:

Design and develop learning programs

TAEDES402A:

Use training packages and accredited courses to meet client needs

DAY 2 - 3

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

DAY 4 - 5

TAEASS401A:

Plan assessment activities and processes

TAEASS402A:

Assess competence

TAEASS403A:

Participate in assessment validation

TAEASS502A:

Design and develop assessment tools

TAEASS301A:

Contribute to assessment

DAY 6

TRAINING DELIVERY AND ASSESSMENT



TAE40110 Certificate IV in Training and Assessment Registration Form

CONTACT DETAILS

Full Name:
Company:
Position:
Address:
..... Postcode:
Email:
Telephone: (Work) (Mobile)

COURSE DETAILS

Course: TAE40110 Certificate IV in Training and Assessment
Training Venue: Portpark Conference Centre, 574 Plummer Street, Port Melbourne Victoria 3207
Cost: \$2,350.00 per person
Training Dates: 22 Feb; 7, 8, 21, 22 March; 11 April 2012.
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PAYMENT DETAILS:

- Direct deposit: Bank: ANZ Bank
BSB: 013395 Account Number: 495666751
(Please use surname and initials for reference)
- Cheque: Please make cheque payable to **Learning Verve Pty Ltd**
Mailing address: Learning Verve Pty Ltd, PO Box 634, Port Melbourne Victoria 3207
- I have read and agree to Learning Verve's Terms and Conditions below.

Signature: Date:

Please return your completed Enrolment Form together with your payment to:

Learning Verve, PO Box 634,
Port Melbourne VIC 3207

Fax: (03) 9676 2499

**Please contact us if you have any queries. Ph: 03 9676 9211
or email: admin@learningverve.com.au**

TERMS AND CONDITIONS

- Learning Verve reserves the right to cancel courses due to insufficient enrolments or conditions beyond its control. Notification of any cancellations will be made as early as practical and include a full refund.
- Payment is to be received in full 14 days prior to the commencement of the course. If you wish to cancel, 10 working days notice must be given to receive a full refund, however a \$125 administration fee is payable.
- Notification of your booking will be sent on receipt of your application.
- Learning Verve reserves the right to withdraw any participant from the course if payment has not been received in accordance with our payment terms.