



This course is essential for anyone working as or wanting to work as a trainer & assessor in the VET sector. It was first introduced in 2004 and replaces Certificate IV in Assessment & Workplace Training BSZ98. Those trainer who hold the old certificate can apply for recognition for the equivalent units marked with an * below and enrol to complete the difference of 6 units.

Who is ECTS?

ELTHAM College Training Services (ECTS) is a division of ELTHAM College of Education an independent secondary & tertiary college located in the North Eastern green wedge suburbs of Research and Kangaroo Ground. ECTS manages the Registered Training Organisation, which provides pathways into further studies or chosen careers, with qualifications and courses ranging from Certificate I to Advanced Diploma and a selection of short courses. We deliver TAA courses Australia wide.

Why is the ECTS TAA course different?

Our program is an intensive nine day and four evening's course that is ideally suited to participants who wish to become creative facilitators or those who prefer to learn in a different way. The course involves interactive learning methods, creative facilitation, group activities and fun, our trainers model excellent training skills throughout the course. The course is divided into 3 parts, parts 1 & 2 offered via a nine day and four evening intensive course. Part 3 is a series of assessment tasks to be completed in your specialist training area and submitted within 20 weeks of your course completion. We suggest you allow at least one day per week to complete this work. Your learning needs are supported throughout the whole experience.

The TAA for creative facilitators is ideally suited to those working in creative, customer service, community, hospitality, tourism, retail, personal services, teaching or sustainability industries.

Participants in previous courses have included community development workers, nurses, art therapists, counsellors, social workers, chefs, school teachers, VET trainers, community gardeners & permaculture trainers.

Our program is an intense but creative and enjoyable way to undertake this essential training.

Recognition of Prior Learning

Is available; please contact ECTS for more information, we also offer Credit Transfer against other Training and Assessment courses or recognition of a Diploma of Education.

Work placement

A work placement, or being involved in training of some sort, is an advantage for this course, but is not essential. Simulated workplaces can be used.

Trainer's expertise

The trainers are both experienced Workplace Trainers and Assessors who have been delivering this course in this format all over Australia for the past 5 years.

Part 1 covers the assessment competencies and the information needed to work within the Vocational Education and Training system. It is delivered by Virginia Solomon in a creative, interactive & practical way so participants are able to grasp and remember the information.

Robin Clayfield is a well known and respected facilitator whose original "Dynamic Groups Workshop" has been adapted and redesigned to meet the requirements of the TAA is delivered as Part 2 (Delivery and Design).

Both model interactive and participatory training practice and both assess the homework which makes up Part 3.

Certificate IV in Training and Assessment TAA40104

Via Creative Facilitation

Program structure

12 core units

Learning environment field

TAAENV401B	Work effectively in vocational education and training (part 1)
*TAAENV402B	Foster and promote an inclusive learning environment (part 2)
TAAENV403B	Ensure a healthy and safe working environment (part 1)
	Training design field
TAADES401B	Use training packages to meet client needs (part 1)
TAADES402B	Design and develop learning programs (part 2)

Training and delivery field

*TAADEL401B	Plan and organise group based delivery (part 2)
*TAADEL403B	Facilitate individual learning (part 2)
*TAADEL404B	Facilitate work based learning (part 2)

Assessment field

*TAAASS401C	Plan and organise assessment (part 1)
*TAAASS402C	Assess competence (part 1)
TAAASS403B	Develop assessment tools (part 1)
TAAASS404B	Participate in assessment validation (part 1)

2 Electives

*TAADEL301C	Provide training through instruction and demonstration of work skills (part 2)
*TAADEL402B	Facilitate group based learning (part 2)

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Via Creative Facilitation

Costs

\$1995

Costs include all course notes, morning tea, lunch, afternoon tea & dinner on the days including a late finish.

Date and location

Tuesday 29 June–Friday 9 July 2010 (no weekend classes) delivered in the Professional Learning Centre at ELTHAM College, 1660 Main Road, Research, Victoria 3095.

Course completion date Friday 26 November 2010.

Assistance with accommodation is available please contact ECTS for more information .

Timetable

Day 1	Tuesday 29 June	day & evening session 9am – 6.30pm
Day 2	Wednesday 30 June	day session 9am – 5pm *
Day 3	Thursday 1 July	day & evening session 9am – 8.30pm
Day 4	Friday 2 July	day session 9am – 6pm
Day 5	Monday 5 July	day & evening sessions 9am – 8.45pm
Day 6	Tuesday 6 July	day session 9am – 5pm
Day 7	Wednesday 7 July	day & evening session 9am – 9.30pm
Day 8	Thursday 8 July	day & evening session 9am – 9pm
Day 9	Friday 9 July	day session only 9am - 5.30pm.

* optional evening for students wishing to delivery accredited permaculture training.

If you require further information or wish to enrol please contact Julie Bowry-Needham Manager, ELTHAM College Training Services via email ects@elthamcollege.vic.edu.au or mail PO Box Eltham 3095 or call 03 9433 9859.