



Course Costs

Currently qualified Trainers and Assessors – Upgrade

Currently Holds – Superseded Enterprise trainer and assessor skill set OR Superseded Assessor skill set Or TAE40110	<p>Needs to Complete - Additional unit of TAEASS502 (see Appendix I)</p> <p>Outcome TAEASS502 – Design and Develop Assessment tools</p> <p>Duration 3 Days face to face contact plus workplace project/ portfolio</p> <p>Cost \$ 600, Must have access to computers, internet</p>
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New Trainers and Assessors

<p>Cost - \$3000 -</p>
<p>TAE40116 Certificate IV in Training and Assessment - <i>This program is designed for those participants wishing to gain full qualification in TAE40116 that have had</i></p> <ul style="list-style-type: none"> • <i>no exposure to training in the workplace</i> • <i>no exposure to assessment in the workplace</i> • <i>are new to training and assessment in the workplace</i> <p>Units Gained</p> <p>TAEDEL301 – <i>Provide work skill instruction</i></p> <p>TAEASS401 – <i>Plan Assessment activities and processes</i></p> <p>TAEASS402 – <i>Assess competence</i></p> <p>TAEASS403 – <i>participate in assessment validation</i></p> <p>TAEASS502 - <i>Design and develop assessment tools</i></p> <p>TAEDES401 – <i>Use Training Packages and accredited courses to meet client needs</i></p> <p>TAEDES402 – <i>Design and develop learning program</i></p> <p>TAEDEL401 - <i>Plan, organise and deliver group-based learning</i></p> <p>TAEDEL402 - <i>Plan, organise and facilitate learning in the workplace</i></p> <p>TAELLN411 - <i>Address adult language, literacy and numeracy skills</i></p> <p>Duration 10.5 months including 30 x 3- hours sessions plus 6 X 7-hour workshops Plus, additional homework requirements</p>

programs available to employees of RTOs or Industry employees working with RTO Skills Sets

- **TAEASS00014 Enterprise Trainer - Presenting Skill Set**
 - **TAEASS00013 Enterprise Trainer and Assessor Skill Set**
 - **TAEASS00011 Assessor Skill Set**
 - **Remaining Units, TAEDEL401, TAEDEL402, TAEDES401, TAEDES402, TAELLN411**
- Price available on application*



\$200 per workshop, plus \$100 per unit assessment submitted

Dual Diploma –

TAE50116 Diploma of Vocational Education and Training /

TAE50216 Diploma of Training Design and Development

This program is designed for those participants wishing to gain advance their skills and knowledge within the VET sector and implement the skills within their workplaces

Units Gained

TAE50116

Core

TAEASS501 Provide advanced assessment practice

TAEASS502 Design and develop assessment tools (*in both*)

TAEDEL502 Provide advanced facilitation practice

TAEDES501 Design and develop learning strategies (*in both*)

TAELLN501 Support the development of adult language literacy and numeracy skills

TAEPDD501 Maintain and enhance professional practice (*in both*)

Elective

TAEASS503 Lead assessment validation processes (*in both*)

TAEASS504 Develop and implement recognition strategies

TAEDEL501 Facilitate e-learning

TAERES501 Apply research to training and assessment practice

TAE50216

Core

TAEASS502 Design and develop assessment tools (*in both*)

TAEDES501 Design and develop learning strategies (*in both*)

TAEDES502 Design and develop learning resources

TAEDES505 Evaluate a training program

TAETAS501 Undertake organisational training needs analysis

Elective

TAEDES503 Design and develop e-learning resources

TAEICR501 Work in partnership with industry, enterprises and community groups

TAEASS503 Lead assessment validation process (*in both*)

TAEPDD501 Maintain and enhance professional practice (*in both*)

TAELLN411 Address adult language, literacy and numeracy skills

Duration up to 2 years dependant on workshops chosen by the participant - Total of 15 X 7-hour workshops dependant on unit selected by student and their chosen entry and exit points



Appendix I

Trainer and Assessor qualification requirements

<p>The RTO's training and assessment:</p>	
<p>b) if delivered on or after 1 July 2019, is delivered only by persons who have the training and assessment credential specified in Item 2 <u>or</u> Item 3 of Schedule 1.</p>	<p>Item 2 –</p> <ul style="list-style-type: none"> • TAE40116 or • TAE40110 plus TAELLN411 and TAEASS502/502A/502B <p>Item 3 –</p> <ul style="list-style-type: none"> • Diploma or higher qualification in adult education
<p>Where a person conducts assessments only, the RTO ensures that:</p>	
<p>b) on or after 1 July 2019, the person has the training and assessment credential specified in Item 2, <u>or</u> Item 3, <u>or</u> Item 5 of Schedule 1.</p>	<p>Item 2 –</p> <ul style="list-style-type: none"> • TAE40116 or • TAE40110 plus TAELLN411 and TAEASS502/502A/502B <p>Item 3 –</p> <ul style="list-style-type: none"> • Diploma or higher qualification in adult education, <p>Item 5 –</p> <ul style="list-style-type: none"> • TAESS00001 Assessor Skill Set <u>plus</u> TAEASS502/502A/502B or • TAESS00011 Assessor Skill Set

Individuals working under the supervision of a trainer

<p>Where the RTO, in delivering training and assessment, engages an individual who is not a trainer or assessor, the individual works under the supervision of a trainer and does not determine assessment outcomes.</p>	
<p>The RTO:</p> <ul style="list-style-type: none"> • determines and puts in place: <ul style="list-style-type: none"> ○ the level of the supervision required; and ○ any requirements, conditions or restrictions considered necessary on the individual's involvement in the provision of training and collection of assessment evidence; and • ensures that trainers providing supervision monitor and are accountable for all training provision and collection of assessment evidence by the individual under their supervision. 	
<p>The RTO ensures that any <u>individual working under the supervision</u> of a trainer (only) under Clause 1.17:</p>	
<p>a) holds the training and assessment credential specified in Item 6 of Schedule 1.</p>	<p>TAESS00014 Enterprise Trainer – Presenting Skill Set <u>or</u> its successor</p> <p>TAESS00013 – Enterprise Trainer – Mentoring Skill Set <u>or</u> its successor</p> <p><u>TAESS00003 Enterprise Trainer and Assessor Skill Set cannot make an assessment decision and must be under supervision to conduct training for RTO</u></p> <p>TAESS00015 – Enterprise Trainer and Assessor Skill Set <u>or</u> its successor</p>