

Training & Assessment Program Options



Learn how to develop, plan and conduct training and assessment – the “must have” skills for any successful trainer and assessor.



“ So impressed with AVELING - the facilities, the catering, the trainers, the materials, the process. Everything was warm and professional.

– Brigit Anderson, Training Developer at Western Power

”



AVELING
safety • leadership • e-learning



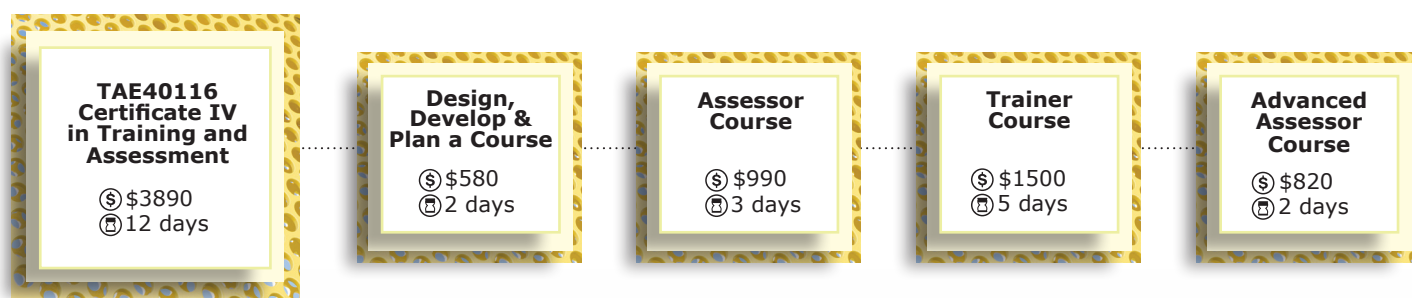
Overview

AVELING offers interested participants a wide range of training and assessment programs to best fit every need. We deliver programs that sharpen the skills of trainers and assessors through the TAE40116 Certificate IV in Training and Assessment. Additional program options are available for those currently qualified in TAE40110 Certificate IV in Training and Assessment (who must meet the required RTO standards by April 2019) and for those who have broader training and assessment interests.

All programs take advantage of AVELING's state of the art facilities, outstanding content and exemplary consultants. Participants will be supported by first class assessment specialists. A majority of our programs are offered face to face but some online options are also available. Our program length will vary depending upon the current experience, qualifications of candidates and completion of the workplace based assignments. Prices for nationally recognised programs are GST Free.

TAE40116 Certificate IV in Training and Assessment Program

AVELING has packaged the TAE40116 Certificate IV in Training and Assessment into flexible programs designed to meet the needs of learners from varying backgrounds. These programs can be pursued in sequence or independently and are organised into cohesive and practical content areas that maximise the learning impact for participants. AVELING's TAE40116 Certificate IV in Training and Assessment is represented below:





Options for Holders of TAE40110 Certificate IV in Training and Assessment

In accordance with RTO standards, by April 2019 all trainers and assessors who hold the TAE40110 Certificate IV in Training and Assessment must either: **UPDATE*** their qualification to remain relevant (a statement of attainment will be issued); or **UPGRADE** their qualification to the TAE40116 Certificate IV in Training and Assessment. Participants can select their ideal AVELING program option as presented below. The final learning pathway for those who select the **UPGRADE** Option will be determined using a blended model of Recognition of Prior Learning (RPL), Credit Transfer, gap-training and assessments.



* The final UPDATE program will be dependent upon currently held Units of Competency by the candidate.

**LLN is necessary if not already completed.

[^]Verification of results (external to AVELING) will incur a fee.

TAESS00014 Enterprise Trainer - Presenting Skill Set

TAESS00014 Enterprise Trainer - Presenting Skill Set
 Online
 (\$ \$250)
 (🕒) self-paced

This skill set provides the necessary skills and knowledge for people training under supervision within the VET sector, who work mainly in classroom environments. It is also appropriate for those who undertake workplace training and/or coaching in non-nationally recognised courses.

This self-paced, online skill set is focused on trainers in the workplace who provide presentations and facilitate learning activities with small to large groups. By completing this skill set, participants gain capabilities and confidence as an effective workplace trainer.

Recognition of Prior Learning or RPL Pathway

At AVELING, the RPL Program option is available for candidates who can provide sufficient evidence of competency for the units offered within this qualification. An RPL Application is available upon request. Please visit www.aveling.com.au for the most up-to-date information.



AVELING's Optional Workshops for Trainers and Assessors

Trainers and assessors looking to build their skills may continue their professional development through the following optional workshops which are well aligned to the training and assessment environment. Prices for the following workshops are inclusive of GST:

Be a Confident Public Speaker 1 day classroom \$295

Trainers benefit from confidently managing their audience when public speaking. Learn techniques to reduce nervousness and strategies on creating impactful messages for different audiences.

Communicate Effectively 1 day classroom \$295

Understanding the dynamics of interpersonal relationships and strategies to maximise effective communication are essential skills for trainers. Participants can use this workshop to better understand the common communication challenges that may be holding them back.

Be More Assertive 1 day classroom \$295

Techniques in assertive communication designed to manage difficult conversations is the focus of this one day workshop. Participants will learn how to develop routines that lessen unhealthy thought patterns by replacing them with supportive practices.

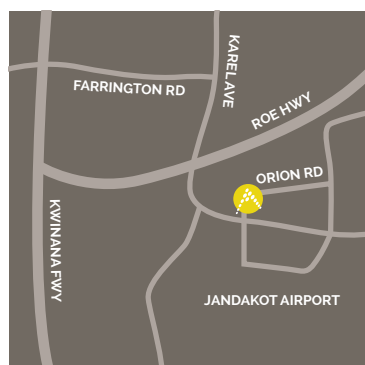
Negotiate Effectively 1 day classroom \$295

This workshop will enable the trainers and assessors to develop effective responses to various "negotiations" within the training classroom. Specific attention is paid on how the participants can best manage optimal "win-win" outcomes from their audience.

Customising Options at AVELING

For those delivering training and assessment services and who have more than eight participants, we invite you to consider AVELING to customise your training and assessment experience.

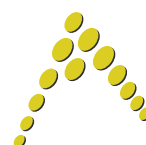
By undertaking a customised approach, you will engage in a practical curriculum that embeds exercises and activities, mirroring the type of delivery, training and assessment services used within your organisation. Cohorts of like-minded participants from the same organisation or industry can enhance learning by exploring training and assessment together. Contact us to find out more.



How to Find Us

A: 6 Orion Road
Jandakot WA 6164
T: +61 8 9379 9999
F: +61 8 9379 9888
E: training@aveling.com.au
W: aveling.com.au

Information correct at time of printing and subject to change without notice.
For more detailed information, please visit aveling.com.au



AVELING
safety • leadership • e-learning