

TAKING YOUR TRAINING & DEVELOPMENT SKILLS TO THE NEXT LEVEL

This program will allow people who either currently hold a Certificate IV in Training and Assessment TAE40110 or have several years experience in training design and development to attain the 2 new Diploma level qualifications.

On successful completion of this program you will attain:

DIPLOMA OF VOCATIONAL EDUCATION AND TRAINING TAE50111 AND DIPLOMA OF TRAINING DESIGN AND DEVELOPMENT TAE50211

Dates: 13th June, 11th July, 18th August, 19th August, 22nd September, 23rd September, 17th October 2014

Time: 9.00am – 4.30pm

Venue: To be confirmed

Catering: Morning tea will be provided. Please bring lunch.

Investment: \$3,200 plus GST

Program Design:

This course incorporates both group based delivery, one to one coaching and recognition of prior learning.

The units of competency that have been included in this course are as follows:

National Code	National Title
TAEASS502B	Design and develop assessment tools
TAEDES505A	Evaluate a training program
TAELLN411	Address adult language, literacy and numeracy skills
TAEASS501A	Provide advanced assessment practice
TAEDEL502A	Provide advanced facilitation practice
TAEDES501A	Design and develop learning strategies
TAEPDD501A	Maintain and enhance professional practice
TAEDES502A	Design and develop learning resources
TAETAS501B	Undertake organisational training needs analysis
	Plus one unit of your choice

Vision: To provide quality training and consultancy services to enhance business performance.

Program Structure:

Module	Units of Competency	Learning Areas	Dates
Power and skills to make a positive difference both personally and professionally	<ul style="list-style-type: none"> • TAEPDD501A Maintain and enhance professional practice 	<ul style="list-style-type: none"> • Modelling high standards of facilitator performance • Determining personal development needs • Collaborate with peers in PD activities • Reflect on facilitation and assessment practice. 	13 June
Determining needs and creating strategies.	<ul style="list-style-type: none"> • TAEDES501A Design and develop learning strategies • TAETAS501B Undertake organisational training needs analysis • TAEDES505A Evaluate a training program 	<ul style="list-style-type: none"> • Research the parameters of qualifications and organizational needs • Collecting information from training programs • Make recommendations to training programs based on evaluation outcomes • Evaluate the effectiveness of a training program 	11 July
Designing Innovative learning programs to meet requirements of all learners	<ul style="list-style-type: none"> • TAEDES502A Design and develop learning resources • TAEASS502B Design and develop assessment tools • TAE LLN411 Address adult language, literacy and numeracy skills 	<ul style="list-style-type: none"> • Develop creative learning plans • Follow a learning plan framework • Developing content to achieve learning outcomes that inspire learners • Identifying LLN needs in clients • Apply the Australian Core Skills Framework • Where to go to gain specialist help and advice for students with learning difficulties • Customise learning programs to develop core LLN skills • Build skills in understanding a range of assessment methods • Creating a culture of successful, participative validation • Explore 'what is reasonable adjustment?' • Creating compliant assessment plans and tools • Research sustainability skills for the 	18 & 19 August
Advanced facilitation skills	<ul style="list-style-type: none"> • TAEDEL503A Provide advanced facilitation practice 	<ul style="list-style-type: none"> • Instructional intelligence and learning environments • Developing learner independence • Prepare for learners with complex needs • Classroom behavior management techniques 	22 & 23 September
Master Class in assessment services	<ul style="list-style-type: none"> • TAEASS501A Provide advanced assessment practice 	<ul style="list-style-type: none"> • Develop and extend assessment expertise 	17 October