trainwest
training your future

TAESS00011 Assessor Skill Set

Enquiry package

Nationally Recognised Training

Thank you for considering Trainwest. At the heart of Trainwest success is the quality of training that is provided. The Trainwest team are highly skilled in their relevant areas and provide an engaging and enjoyable environment to promote a positive learning experience.

The core business of Trainwest is the Certificate IV in Training and Assessment. We have been delivering versions of this qualification since 2007. During this time Trainwest has worked with students and clients from a range of organisations and industries. This experience places Trainwest in the unique position to understand the value that expert trainers can add to their workplace and industry. Trainwest's aim is to support and mentor the development of those skilling Australia's workforce.

Our Trainwest mission statement is:

To engage, motivate and inspire our learners, providing a high quality training and assessment service to individuals and across industry.

154 Epsom Avenue,
Belmont Western Australia 6104

www.trainwest.com.au
admin@trainwest.com.au

Tel: 1300 938 411
RTO Number: 51807

TAESS00011 Assessor Skill Set

OVERVIEW: This skill set is designed to provide VET practitioners with the assessor competencies to meet Standards for RTOs requirements. This course also includes an introduction to Vocational Education and Training.

RECOMMENDED FOR: This Skill Set is for individuals wishing to obtain the assessment competencies to assess according to system requirements.

ENTRY REQUIREMENTS: Those entering this program must be able to demonstrate vocational competency in their proposed assessing area. Vocational competency is defined as broad industry knowledge and experience, and may include, but is not limited to, holding a relevant unit of competency or qualification.
Trainwest will assist you to identify your eligibility for enrolment into this course. The following documents must be read, completed and provided to accompany your enrolment:

- Enrolment Form
- Pre-existing skills and knowledge checklist
- Trainwest Student Information Handbook
- Copies of qualifications and transcripts you have previously attained

UNIT CODE	DESCRIPTION
TAEASS401	Plan assessment activities and processes
TAEASS402	Assess competence
TAEASS403	Participate in assessment validation
TAEASS502	Design and develop assessment tools

DELIVERY STRUCTURE:
Face to face training for the TAESS00001 Assessor Skill Set program will be delivered over five days of face to face training. This course is delivered over four days in Kalgoorlie.

In-House training This Skill Set can be customised to suit your organisation and delivered in a flexible format to suit your workplace requirements. Contact Trainwest for more information.

Video conferencing Students have the option of attending the face to face course or part of via video conferencing technology in the form of Skype for Business. Students require a computer with access to the internet. For more information on this option, please speak with the Trainwest Student Support team.

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ASSESSMENT REQUIREMENTS

The TAESS00011 Assessor Skill Set is competency based. You will have assessments to complete externally to the classroom which will provide evidence that you have understood the training and applied it to the workplace.
This requirement means that it is not possible to complete all of the assessment requirements during the face to face training.

ASSESSMENT METHODS

Students are required to complete assessment tasks for each module which typically include:

- Answers to knowledge-based questions and questions demonstrating student's application of the required knowledge
- Audio evidence of practical demonstrations
- Completion of workplace projects
- Third party reports from Qualified Assessors in your workplace

ASSESSMENT TIMEFRAMES

Students have up to 24 months to submit their assessments. Please be aware this is a maximum time frame and is greatly dependant on your current job role and pre-existing skills and abilities. You can submit your assessments at any time after attending the face to face component. The actual time for completion varies between students.

REQUIRED RESOURCES

- Trainwest will provide a full set of learning and assessment materials to learners for all units of competency. Trainers will utilise detailed lesson plans and customised Power Point presentations.
- A laptop that enables you to access the internet via Wi-Fi is essential. Please note that Microsoft Office Suite is required to be installed.

SUPPORT PROVIDED

Trainwest provides ongoing support to students throughout the duration of the program via email and telephone. We also offer post course support workshops at no additional charge which will provide students with the opportunity to have time away from the workplace to work on assessments with support from the Trainwest Trainer and Assessor.
Each student has access to 30 minutes one on one coaching free of charge. Additional one on one coaching is available at an hourly rate for those who need it.

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RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) is available for this qualification.
RPL is an assessment based pathway and is suitable for those who already have the skills and knowledge in one or more of the areas which make up the TAESS00011 Assessor Skill Set and do not wish to undergo further training.
For those considering RPL please speak with the Trainwest Student Support team. The Student Support Team will make an initial assessment of suitability and discuss the RPL process before sending an application kit.

NATIONAL RECOGNITION

Trainwest recognises qualifications and statements of attainment issued by other Registered Training Organisations and under the Australian Qualifications Framework. If you have previously completed any nationally accredited training, please include your certificates and transcripts with your enrolment application for credit review.

CERTIFICATION: Upon successful completion, participants will receive a Statement of Attainment for the TAESS00011 Assessor Skill Set.

INVESTMENT:

COST	DELIVERY METHOD	DURATION
$ 1500.00	Face to face	5 days
$ 1200.00	Recognition of prior learning	
$ 300.00	Personal coaching (if required)	2 hours

PAYMENT PLAN: All clients have access to Trainwest's interest free payment plan, terms and conditions apply. The standard payment amounts are:

- $ 500.00 Payable prior to course commencement
- $ 250.00 Payable on a fortnightly basis

Payments are accepted via direct debit or credit card

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TAESS00011 Assessor Skill Set Course Calendar

2021 Course Dates	
Course dates	**Location**
Monday 19th to Friday 23rd April	Belmont
Monday 31st May to Friday 4th June	Belmont
Monday 4th to Friday 8th October	Belmont
Monday 29th to Friday 3rd December	Belmont

Course dates are subject to change

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