

# Certificate IV in Training and Assessment

## (TAA40104)

### OVERVIEW:

On January 1st 2006 the BSZ40198 Certificate IV in Assessment & Workplace Training became obsolete. It was completely superseded by the TAA40104 Certificate IV in Training & Assessment (TAA).

Anyone who trains in an area where it is mandatory to be a qualified trainer and assessor will need to undertake the TAA40104.

New Horizons Learning Centres, experts in facilitation and a Registered Training Organisation (RTO: 91656) in its own right, have partnered with Learning Verve Pty Ltd, also a Registered Training Organisation (RTO: 21766) and a provider of innovative and interactive courseware, in order to provide clients the highest quality of training in an efficient manner. This program has been validated at both state and national level, and has received widespread acclaim.

Certificate IV in Training and Assessment specifies the competencies required to deliver training in an industry area or area of subject matter expertise, and to conduct competency-based assessment in a range of contexts.

The Certificate IV in Training and Assessment qualification is designed for training practitioners who have a broad role or major component of their role in the delivery of training and assessment services. This includes existing RTO and workplace training and assessment practitioners and new training practitioners moving into roles where training and assessment is the major component of their role.

### DESIGNED FOR:

This course is suitable for people wishing to work as trainers and assessors or for individuals seeking to extend, enhance and complement existing qualifications.

### DURATION:

7 day instructor-lead. Fourteen units are required to complete the qualification.

THERE ARE 14 UNITS OF COMPETENCY IN THE CERTIFICATE IV AND THE PROGRAM ADDRESSES KEY COMPETENCY AREAS THAT REPRESENT THE PRIMARY AREAS OF WORK UNDERTAKEN WITHIN ORGANISATIONS THAT PROVIDE TRAINING AND ASSESSMENT SERVICES.

#### DAY 1 & 2: ENVIRONMENT CLUSTER

**TAAENV401B:** Work effectively in vocational education and training  
**TAADES401B:** Use training packages to meet client needs  
**TAAENV402B:** Foster and promote an inclusive learning culture  
**TAAENV403B:** Ensure a healthy and safe learning environment

#### DAY 3, 4 & 5: DESIGN AND DELIVERY CLUSTER

**TAADES402B:** Design and develop learning programs  
**TAADEL404B:** Facilitate work-based learning  
**TAADEL403B:** Facilitate individual learning  
**TAADEL401B:** Plan and organise group based delivery  
**TAADEL402B:** Facilitate group based learning – Elective  
**TAADEL301C:** Provide training through instruction and demonstration of work skills - Elective

#### DAY 6 & 7: ASSESSMENT CLUSTER

**TAAASS401B:** Plan and organise assessment  
**TAAASS403B:** Develop assessment tools  
**TAAASS402C:** Assess competence  
**TAAASS404C:** Participate in assessment validation



\*New Horizons Learning Centres do not hold the TAA40104 Certificate IV in Training and Assessment on its scope of registration.