

Training Services Australia – Calendar of Public Courses for January 2014 – December 2014

[Click on date to enrol on workshop](#)

Course		Duration	Fee	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Cert IV in Training and Assessment (TAE40110)	Introduction to Vocational Education and Training	2 days	\$500	<u>8 - 9</u>	<u>3 – 4</u>	<u>5 - 6</u>	<u>2 – 3</u>	<u>5 – 6</u>	<u>4 – 5</u>	<u>2 – 3</u>	<u>4 – 5</u>	<u>1 – 2</u>	<u>1 – 2</u>	<u>3 – 4</u>	<u>1 – 2</u>
	Design & Deliver Training	5 days	\$950	<u>13 – 17</u>	<u>10 - 14</u>	<u>10 - 14</u>	<u>7 - 11</u>	<u>5 – 9</u>	<u>9 - 13</u>	<u>7 – 11</u>	<u>4 – 8</u>	<u>8 – 12</u>	<u>6 – 10</u>	<u>10 – 14</u>	<u>1 – 5</u>
	Plan, Organise & Facilitate Workplace Learning	2 days	\$500	<u>29 – 30</u>	<u>24 - 25</u>	<u>27 - 28</u>	<u>29 - 30</u>	<u>26 - 27</u>	<u>23 - 24</u>	<u>21 – 22</u>	<u>18 – 19</u>	<u>22 – 23</u>	<u>20 – 21</u>	<u>24 – 25</u>	<u>15 – 16</u>
	Workplace Assessment	5 days	\$950	<u>20 – 24</u>	<u>17 - 21</u>	<u>17 - 21</u>	<u>7 - 11</u>	<u>12 - 16</u>	<u>16 - 20</u>	<u>14 – 18</u>	<u>11 – 15</u>	<u>15 – 19</u>	<u>13 – 17</u>	<u>17 – 21</u>	<u>8 – 12</u>
Provide work skill instruction		3 days	\$695	<u>20 – 22</u>		<u>31 – 2/4</u>	<u>31/3 - 2</u>			<u>7 – 9</u>				<u>10 – 12</u>	
Contribute to Assessment		2 days	\$550	<u>23 – 24</u>			<u>3 – 4</u>			<u>10 – 11</u>				<u>13 – 14</u>	
Assignment Support Workshops		1 day	\$120	<u>30</u>	<u>27</u>	<u>27</u>	<u>29</u>	<u>29</u>	<u>26</u>		<u>20</u>		<u>22</u>		<u>17</u>
Certificate IV in Frontline Management (BSB40807)	Leadership & Team Effectiveness	4 days	\$950	<u>13 – 16</u>	<u>24 - 27</u>		<u>14 - 17</u>	<u>19 - 22</u>		<u>1 – 4</u>	<u>4 – 7</u>	<u>8 -11</u>		<u>3 – 6</u>	
	Operational Planning & Client Service	3 days	\$695	<u>29 – 31</u>		<u>24 - 26</u>		<u>19 - 21</u>		<u>14 – 16</u>		<u>15 – 17</u>		<u>17 – 19</u>	
	Workplace Information & Continuous Improvement	3 days	\$695	<u>15 – 17</u>		<u>24 - 26</u>		<u>12 - 14</u>			<u>18 – 20</u>		<u>13 -15</u>		<u>10 - 12</u>
	WHS for Supervisors	2 days	\$550	<u>29 – 30</u>		<u>24 - 25</u>		<u>21 - 22</u>			<u>25 – 26</u>		<u>29 - 30</u>		<u>15 - 16</u>
Certificate IV in Work Health and Safety (BSB41412)	Research and apply WHS legislation	4 days	\$950		<u>3 – 6</u>			<u>5 - 8</u>			<u>11 – 14</u>			<u>24 – 27</u>	
	WHS communication and consultation	3 days	\$695		<u>10 - 12</u>			<u>13 - 15</u>			<u>26 – 28</u>				<u>15 – 17</u>
	WHS management systems and risk management	3 days	\$695			<u>19 - 21</u>			<u>23 - 25</u>				<u>7 – 9</u>		
	Emergency prevention and incident response	4 days	\$950		<u>17 - 20</u>			<u>19 - 22</u>				<u>2 – 5</u>			<u>1 – 4</u>
Safety and Health Reps Course*		5 days	\$900*	<u>6 – 10</u> <u>20 - 24</u>	<u>3 – 7</u> <u>17 – 21</u> <u>24 - 28</u>	<u>10 – 14</u> <u>17 – 21</u> <u>31 – 4/4</u>	<u>31/3 – 4</u> <u>7 – 11</u> <u>28 – 2/5</u>	<u>28/4 – 2</u> <u>26 - 30</u>	<u>9 – 13</u> <u>16 – 20</u> <u>23 – 27</u>	<u>7 – 11</u> <u>14 – 18</u> <u>21 - 25</u>	<u>4 – 8</u> <u>11 – 15</u> <u>25 - 29</u>	<u>1 – 5</u> <u>15 – 19</u> <u>22 - 26</u>	<u>6 – 10</u> <u>13 – 17</u> <u>20 – 24</u>	<u>3 – 7</u> <u>10 – 14</u> <u>17 - 21</u>	<u>1 – 5</u> <u>8 - 12</u>
Safety and Health Reps Refresher		2 Days	\$500**			<u>17 -18</u>			<u>16 - 17</u>				<u>1 – 2</u>		

Training Services Australia strongly recommends that people undertaking the Certificate IV in Training and Assessment (TAE40110) and the Certificate IV in Frontline Management (BSB40812) schedule a maximum of one workshop per month, as the training is intensive and each workshop is accompanied by a comprehensive workplace assignment.

* Note that an additional assessment fee of \$150 applies for those undertaking the Safety and Health Representative's Course who wish to be formally assessed against the units of competency on which the course is based. This assessment is an optional component of the course

** The fee for the SHR Refresher course is \$500 plus GST. GST is not chargeable on other courses shown above.

Correct as at – 5/3/2014