

Trainee Trainer Program Information: TAE40122 Certificate IV in Training and Assessment

MHCC Casual Employment Dates

Engagement type: Casual (Contract will be provided)
Dates: 18 March 2024 – 9 December 2024 = 17 days total
Frequency: Fortnightly
Hours: 7.5 hours / fortnight = 127 hours total
Pay Rate: SCHADS Level 3 Casual - \$46/hour

Trainee Trainer Casual Employment Dates		
Date	Time	Location
18 March 2024 - Induction	Time TBC - 1 hour Zoom	Remote - Online
3 April 2024*	9:00am – 5:00pm	Remote - Online/MHCC Office
15 April 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
13 May 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
12 June 2024*	9:00am – 5:00pm	Remote - Online/MHCC Office
8 July 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
22 July 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
7 August 2024*	9:00am – 5:00pm	Remote - Online/MHCC Office
19 August 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
2 September 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
16 September 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
30 September 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
14 October 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
28 October 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
11 November 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
25 November 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
9 December 2024	9:00am – 5:00pm	Remote - Online/MHCC Office
TOTAL: 17 days	TOTAL: 127.5 hours	

*Dates subject to change

Mentoring and Support

Your fortnightly casual employment follows a mentoring structure that will enable you to put what you have learnt in the training to practice by seeing how Vocational Education and Training (VET) training and assessment processes work at MHCC's Registered Training Organisation (RTO 91296).

Course Information

Course fee: Covered by program, no cost to trainees

Inclusions: All Travel (flights, accommodation, transport and meals) are covered by program

Pay: You will not be paid for these training days, but all course and travel fees will be covered

Course Provider: [MRWED](#)

Course Name: [TAE40122 Certificate IV in Training and Assessment](#)

Additional Information:

- 90% of assessments will be completed in face-to-face classes
- Remaining assessment work can be completed during employment time with support from MHCC

Cluster	Skill Set Name	Units	Date/s	Outcome
1	Introduction to VET TAESS00028 Work Skill Instructor Skill Set	TAEPDD401 Work effectively in the VET sector TAEDEL311 Provide work skill instruction BSBAUD412 Work within compliance framework BSBCMM411 Make presentations	25 – 28 March 2024	Introduction to the VET sector Deliver training under supervision
2	TAESS00021 Facilitation Skill Set	TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training	TBC	Plan, prepare, and facilitate face-to-face vocational training Deliver training under supervision
3	TAESS00019 Assessor Skill Set	TAEASS412 Assess competence TAEASS413 Participate in assessment validation TAEDES411 Use nationally recognised training products to meet vocational needs	TBC	Conduct assessment and operate without supervision in the vocational education and training (VET) sector
4	TAESS00020 Workplace Trainer Skill Set	BSBHRM413 Support the learning and development of teams and individuals TAEDEL412 Facilitate workplace-based learning TAEDEL414 Mentor in the workplace	TBC	Skills and knowledge for workplace trainers and for those who train under supervision in the vocational education and training (VET) sector via a workplace delivery model.
Optional	TAESS00023 Online Learning and Assessment Skill Set	TAEDEL405 Plan, organise and facilitate online learning TAEASS404 Assess competence in an online environment	TBC	Plan, organise and facilitate online learning and assess competence across various electronic applications and communication channels.
TOTAL COURSE COST COVERED BY PROGRAM: \$3,900				

FAQs

Q: Am I eligible to apply for this trainee program?

A: To be eligible for this program, you must:

- Have completed the CHC43515 Certificate IV in Mental Health Peer Work
- be a mental health peer worker with at least 2 years full time equivalent mental health peer work experience
- have an interest in training and want to become a trainer and assessor
- be able to attend all face-to-face training days
- be available for 1 day per fortnight of casual employment for mentoring and support (study leave options for those who are employed)

Q: What is the Certificate IV in Training and Assessment?

A: The TAE40122 is the latest version of the Training and Assessment qualification (released on 8 December 2022) that all VET trainers and assessors are required to have. It is a nationally recognised qualification that has 12 units of competency with the following being core (mandatory):

Unit Type	Unit Code	Unit Name
Core	TAEASS412	Assess competence
Core	TAEASS413	Participate in assessment validation
Core	TAEDL411	Facilitate vocational training
Core	TAEDS411	Use nationally recognised training products to meet vocational training needs
Core	TAEDS412	Design and develop plans for vocational training
Core	TAEPDD401	Work effectively in the VET sector

The training package can be found here:

https://training.gov.au/TrainingComponentFiles/TAE/TAE40122_R1.pdf

For the units MRWED delivers along with further course information, see here:

<https://www.mrwed.edu.au/wp-content/uploads/2023/04/TAE40122-Information-Pack-FINAL-2023-Version-1-1-Email.pdf>

Q: Can I get Credit or Recognition of Prior Learning for the Certificate IV in Training and Assessment?

A: Depending on your existing qualification/s, skills and knowledge, you may be eligible for Credit Transfer (CT) or Recognition of Prior Learning (RPL). MRWED offers both of these pathways and any intention to apply for this can be made upon enrolment.

Q: What if I can't make all the face-to-face training dates?

A: Participation in this trainee program requires attendance at all the outlined training dates. In the event of sickness or compassionate/compelling reasons, alternative arrangements may be made with MHCC via MRWED.

Q: What if I can't make all the MHCC casual work days?

A: Participation in this trainee program encourages engagement with all casual work days to best support you in your course progress and application of course knowledge to real world tasks and skills in MHCC's RTO. Casual employees do not get paid for any days not worked. In the event of sickness or compassionate/ compelling circumstances, alternative casual employment dates may be organised between MHCC and the trainee.

Q: When will I get paid?

A: Payment will be made fortnightly processed on a Wednesday subject to the submission of a casual timesheet. Reimbursements for any transport or meals are made fortnightly upon receipts and a reimbursement request form being submitted to MHCC via training@mhcc.org.au

Q: What happens after the trainee program ends?

A: Upon successfully completing the TAE40122 Certificate IV In Training and Assessment, you will receive a Certificate from MRWED. You will have also gained paid experience working for an RTO and delivering supervised training. There may be casual and/or part time employment opportunities for trainees to be engaged with MHCC after the program ends. Alternatively, you may also apply for training and assessment work with other RTOs.