



Surf Life Saving Sydney Inc.

Established October 1907
Telephone: (02) 9019 0722
PO Box 6006, Malabar NSW 2036

ABN 74 781 063 539
Facsimile: (02) 9019 0720

Email: admin@surflifesavingsydney.com.au
www.surflifesavingsydney.com.au

ISSUE DATE: 29th January 2010 **CIRCULAR NO:** 45/09-10

TO: Clubs, Secretaries, Captains, Chief Training Officers	FROM: Education Manager Marissa Jank
CC: BOL & SLSS Management	

SUBJECT: SLSA ASSESSORS COURSE FEBRUARY/MARCH 2010

The following Assessors Course is scheduled in the SLSS Lifesaving & Education Calendar for the month of February/March 2010. Courses run by SLS Sydney will be either a Nationally Recognised Qualification or a SLSA Award. This course is a Nationally Recognised Qualification Course. This course is for eligible members wishing to become an Assessor.

Course Overview & Content

This course delivers information relevant for people wishing to assess and hold a nationally recognised qualification and competencies on behalf of a Registered Training Organisation.

The aim of this course is to enable the participant to develop the important knowledge and skills of planning, organising, conducting and validating assessments within an existing assessment system. Candidates will be introduced to the concepts of competency based assessment, how to work with candidates for assessment, how to select and use appropriate assessment tools and how to provide feedback to candidates.

The course will be held face to face with a qualified Facilitator. In the sessions, the candidates will also be required to plan and conduct assessments under the supervision of an endorsed Assessor and participate in assessment validations.

During the face to face delivery, candidates will complete assessment tasks and will also be required to log evidence for attendance, conduct and to validate assessments in the workplace. The portfolio of evidence will then be submitted to the Facilitator for consideration and assessment of the candidate's tasks.

Upon successful completion of the assessment you will receive the following units of competency which will be recorded in Surfguard on your award record:

- o TAAASS401C – Plan and organise assessment
- o TAAASS402C – Assess competence
- o TAAASS404B – Participate in assessment validation

These units form part of the nationally recognised Qualification TAA40101 Certificate IV in Training and Assessment.

Course Pre requisites for the Candidate

If a member wishes to become an Assessor they are required to have the qualifications/pre requisites as per the SLS NSW Standard Operating Procedures (Training Division), TG3.8 Human Resources Endorsements.

The member must:

- Be 18 years old.
- Have obtained the TAADEL301C - Provide training through instruction and demonstration of work skills.

Course Details for the Candidate

The course is held over 4 sessions and conducted by a qualified Facilitator. Candidates must attend all sessions of this scheduled course.

When:	Monday	8th February 2010	Session 1	6.30 pm
	Wednesday	10th February 2010	Session 2	6.30 pm
	Monday	15th February 2010	Session 3	6.30 pm
	Monday	8th March 2010	Session 4	6.30 pm
Where:	South Maroubra SLSC			
Registrations Close:	At Branch Office by COB by 4th February 2010 Minimum 8 candidates for the course to be conducted.			
Facilitator:	Peter Agnew/Peter Carney/Michael Bretherton			

Casual comfortable dress for class room activities. Dinner is not provided at this course, therefore we would recommend candidates bring a snack along. Tea/Coffee will be provided.

Registration Process

1. Those members who are interested in attending the course should advise their Club Chief Training Officer or Club Administration. (Members should not register direct with the Branch Office).
2. Clubs are to send an email to the Branch office with the names of the members who are to be registered for this course prior to the closing date.
3. Branch office will confirm back with Club acceptance of registration.
4. Club is NOT required to create an Assessment request in Surfguard for this course.

Course Preparation/Resources

Candidates will be given copies of all course resources at session 1 of the Assessors Course. Candidates need to only bring a pen and paper with them to the course.

As this is a Nationally Recognised Qualification award course, Candidates are required prior to attending the course to have completed the following :

- Read the SLS NSW 'Code of Practice', 'Academy Handbook' and 'RPL Guide for Applicants' which can be found on SLS NSW website at the following link <http://www.surflifesaving.com.au/www/463/1001127/displayarticle/1005471.html>
- Complete the Training Course Enrolment form and bring this with you to the course and hand in to the Facilitator. This form can be found on SLS NSW website at the following link <http://www.surflifesaving.com.au/www/463/1001127/displayarticle/1002721.html>
- Any assistance with RPL (Recognition of Prior Learning) queries can be discussed with the course Facilitator.

If you have any further questions, please feel free to contact the Branch Office or email any enquires to awards@surflifesavingsydney.com.au

Marissa Jank
Education Manager