



Surf Life Saving Sydney Inc.

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ISSUE DATE: 23rd October 2007		CIRCULAR NO: 28/07-08	
TO: Club Secretaries, Clubs, Club & Group Captains, Chief Training Officers		FROM: Kym Pennell Education Manager	
CC: SLSS & BOL Management			
SUBJECT: TRAINERS (TAADEL301A Provide Training) COURSE AUGUST 2007			

INFORMATION:

The following Trainers course is scheduled in the SLSS Branch Facilitated Education Calendar for the month of December 2007. Courses run by SLS Sydney will be either Nationally Recognised Qualification or a SLSA Award. This Trainers course is pending Nationally Recognised Qualification status with SLS NSW.

The TAADEL301A Provide Trainers course is a **prerequisite** to any member obtaining their first SLSA Training Officers Certificate in any subject area.

The next scheduled date for a Trainers Course is:			
Dates :	Monday	3rd December 2007	Session 1 6.30 pm
	Thursday	6th December 2007	Session 2 6.30 pm
	Monday	10th December 2007	Session 3 6.30 pm
Venue :	Maroubra SLSC (all sessions)		
Registrations Close :	Wednesday 21st November 2007 at Branch Office COB		
Facilitator :	Gary Daly		

The course for new Trainers course will be in 4 parts:-

1. Theory and procedures (3 sessions)
2. Self Assessment (whilst the candidate is delivering training)
3. Supervised Observation (by the Chief Training Officer)
4. Facilitators Observation

Aim:

The aim of this course is to provide Surf Life Savers with the skills, knowledge and experience to deliver training to candidates prior to the trainers obtaining their SLSA Training Officers Certificate and to ensure Trainers meet the minimum competencies required for Registered Training Organisations.

Course Duration:

1. Course duration 12 hours. There is additional work to be done in the candidates own time.
2. Self Assessment and Supervised Observation will be arranged by the candidate whilst they are delivering training at their own Club.
3. Facilitators observation – this will be arranged by the candidate at performed at their own Club.

Prerequisites:

Must have gained the award that the candidate intends to instruct and must be a minimum of 16 years of age on the date of assessment.

Validity and Process of Award:

Candidates need to complete the course and the Trainers Evidence Portfolio for the award to be processed (this is unit of competency TAADEL301A Provide Training through instruction and demonstration of work skills).

Clubs are not required to create any assessment request in Surfguard at this stage for their candidates who register for the Trainers Course.

The Branch office will create/process this pre requisite in Surfguard for the member once the candidates Evidence Portfolio has been received at the Branch office and signed off by the course Facilitator.

Following this, after the candidate has presented candidates for assessment they will be eligible for SLSA's Training Officers Certificate. The Club will at this stage then create a TO assessment request in Surfguard and print off the Form 14 which the training officer takes with him to the assessment of their squad they have trained.

Registration Process:

Those Surf Life Savers who are attending the course could they please advise the SLSS Office by Wednesday 21st November 2007 via a registration form submitted by your club administration/Chief Training Officer. The course is limited to 10 candidates with a minimum of 2. Please ensure the candidates that are registered actually attend the course.

Preparation:

All learning materials will be provided by the facilitator. All candidates will require a pen and paper. Candidates should also bring the 32nd (Revised) Edition Training Manual and Resource kits.

General:

- Successful participants will be able to participate in the Assessors course at the completion of the Trainers course and all evidence workbooks have been submitted.
- Any questions, please contact the SLSS Office during office hours.

Kym Pennell
Education Manager