trainwest
training your future



TAESS00019
Assessor Skill Set

Become a Qualified Assessor in the VET Sector

Are you ready to assess, support, and empower the future of skilled professionals?

The TAESS00019 Assessor Skill Set equips you with the essential skills to confidently conduct competency-based assessments in the VET sector.

Whether starting fresh or looking to enhance your current skills, this skill set opens doors to meaningful roles in education, industry, and beyond.

Nationally Recognised Training

Course Overview

The **TAESS00019 Assessor Skill Set** course provides the skills and knowledge required for individuals who assess competencies within the vocational education and training (VET) sector.

This nationally recognised skill set covers:

- Understanding assessment principles and frameworks
- Developing effective assessment tools and instruments
- Assessing individuals' competencies fairly and accurately
- Engaging in quality assurance and continuous improvement of assessment practices.

This skill set meets the minimum education requirements for trainers and assessors operating independently under VET legislation, frameworks, and standards.

Recommended For

This course is ideal for individuals who are required to conduct assessment in a vocational education and training (VET) environment. It is particularly suited to:

- **Industry experts and practitioners**: Share your knowledge by becoming a qualified assessor, enabling you to assess competency in your field of expertise.
- **Workplace trainers and supervisors**: Formalise your ability to assess staff skills against nationally recognised standards within your organisation.
- **VET professionals seeking to update or maintain credentials**: Meet compliance requirements and ensure your assessment practices align with current standards.
- **Individuals seeking entry into the VET sector**: This skill set provides a pathway into education and training roles, particularly for those interested in assessing competency-based training.

Career Pathways

Roles vary depending on the industry and sector, including positions such as:

- RTO Assessor
- Workplace Assessor.

Education Pathways

Students may undertake a *Certificate IV in Training and Assessment* or additional TAE units or skills for specialisations.

Course Structure

This course consists of three (3) units of competency.

TAEASS412 Assess competence

Plan, prepare for and conduct the competency-based assessment of candidates using nationally recognised training products and validated assessment tools.

TAEASS413 Participate in assessment validation

Participate in the validation of assessment tools, practices and judgements.

TAEDES411 Use nationally recognised training products to meet vocational training needs

Analyse and use nationally recognised training products to meet vocational learners' skill and knowledge development needs.

Delivery Modes

Choose from a range of flexible delivery options:

Face-to-Face Classroom

Attend five (5) days of face-to-face training, 8:30am to 4:00pm, at our Trainwest Training Centre.

Virtual Classroom

Attend the face-to-face training sessions in a virtual classroom environment through Microsoft Teams. This mode allows real-time interaction with Trainers and peers while participating from any location with internet access.

Self-Paced Learning

Self-directed students complete the course via our Canvas LMS and receive remote support over the telephone, email, and Microsoft Teams. A one (1) day of face-to-face or virtual class attendance is required for validation projects.

Inhouse Training

This course can be customised for group training. Delivery can be tailored to suit organisational requirements, with flexible delivery options in the workplace. Please speak with our Student Services Team for more information.

Assessment Requirements

This competency-based course requires students to demonstrate the skills and knowledge gained through their training. External assessments are completed to provide evidence that students have understood and successfully applied the training in the workplace.

Assessment tasks include:

- Knowledge-based questions to test understanding
- Audio evidence of practical demonstrations
- Workplace projects applying learnings in a real-world context
- Self-directed students are required to attend Day 5 of the course, either face-to-face at the Trainwest Training Centre or via Microsoft Teams for the validation projects.

Canvas LMS

Canvas is our online learning platform that provides students with 24/7 access to course materials, assessments, communication tools, and progress tracking. Students can view and download training resources, submit assessments, receive feedback from Trainers and Assessors, track key dates and progress, and participate in online discussions. Canvas helps students stay organised, connected and engaged throughout their learning journey.

Skills Recognition

Students may be eligible for recognition of prior learning or credit transfers, reducing the time and cost of their studies.

Recognition of Prior Learning

Recognition of prior learning (RPL) is an assessment process that acknowledges skills and knowledge acquired through formal, non-formal, or informal learning. This pathway allows students to gain recognition for competencies they have already developed, potentially leading to the awarding of a unit of competency or qualification without additional training.

To apply for RPL, please contact our Student Services Team. They will assess the student's suitability and discuss the process before sending an application kit.

Credit Transfer

Credit transfer allows students to receive recognition for equivalent units of competency they have successfully completed. This process ensures that students do not have to repeat training for units they already hold.

To apply for credit, students must provide evidence of the completed unit, which may include a qualification certificate or transcript, statement of attainment or USI transcript.

Course Duration

This course is delivered over five (5) days of face-to-face training.

Students have up to 12 months to complete this course. The time frame for completion varies between students depending on their current job role and pre-existing skills and abilities.

Students can complete the course earlier or extend the duration for up to 18 months if required.

Course Requirements

To be eligible for this course, students must meet the following course requirements:

Entry Requirements

Students must demonstrate vocational competence in their proposed training and assessing area. Vocational competence includes broad industry knowledge and experience and may involve holding a relevant unit of competency or qualification.

Prerequisites

Students need to have the following Language, Literacy, Numeracy and Digital (LLND) skills:

- **Reading and Writing**: Understand and follow written instructions, procedures, and course materials; complete forms, reports, and written tasks using clear and structured language.
- **Communication**: Participate in discussions, ask questions, respond to feedback, and convey information clearly in both formal and informal settings.
- **Numeracy**: Work with numbers and data to perform basic calculations, interpret simple graphs or tables, and apply numerical reasoning in practical tasks.
- **Digital Literacy**: Use a computer, tablet or phone to access learning resources, submit assessments, complete online forms, and communicate online.

Students will complete an LLND assessment and Pre-existing Skills and Knowledge Checklist prior to enrolment to ensure the course is suitable.

Student Resources

Students need to have the following resources:

- Laptop with Wi-Fi capability, USB port, and Microsoft Office
- Microsoft Teams for self-paced students and recommended for remote support
- Access to a workplace, or simulated work environment, to complete post-course practical assessments, including two (2) individuals to conduct the assessment, under the supervision of a Trainwest Qualified Assessor.

Course Outcome

Students will receive a Statement of Attainment for all successfully completed units of competency.

If students do not complete the full skill set, they will receive a Statement of Attainment for all successfully completed units of competency.

Student Support

Trainwest supports students throughout their learning journey, ensuring they have access to the resources and guidance they need to succeed.

Support includes:

- **Trainer & Assessor Assistance**: Our experienced Trainers and Assessors provide guidance, feedback and support throughout the course.
- **Flexible Learning**: Learning materials, feedback, and assistance are accessible whether studying in person or remotely.
- **Support Workshops**: Free workshops are available to help students complete their assessments.
- **Personal Coaching**: Access one-on-one support with a Trainer and Assessor, with the first two 30-minute sessions provided free of charge.
- **Wellbeing Support**: Wellbeing services and referral options are available to assist students in managing personal or study-related challenges during the course. The Australian Counselling Service (ACS) provides our students with free, confidential counselling support designed to assist with study-related stress, anxiety, motivation, life changes, and general wellbeing.

Course Fees

Face-to-Face Classroom	$1,800
Self-Paced Learning	$1,600
Virtual Classroom	$1,000
Recognition of Prior Learning	$1,200
Personal Coaching (after first free hour, if required)	$150 per hour

Payment Plans

Payment plans are available. Terms and conditions are outlined in our Fees and Refunds Policy.

Next Step

Ready to apply?

Visit our website to view upcoming course dates and submit an enrolment application. Scan the QR code or **click here** to get started.

To ensure the course is suitable and that the necessary support can be provided, all applicants must complete a pre-enrolment assessment process.

Once an application has been reviewed, students will be invited to complete a Language, Literacy, Numeracy and Digital literacy (LLND) assessment.

These assessments help us confirm that the course aligns with the student's current skills and learning needs. After reviewing the results, our team will provide individualised advice on course suitability before finalising the enrolment.

Need more information?

Read our Trainwest Student Handbook for details on our course policies, student services, and other essential information.

Contact us and speak with our team. We're here to answer any questions and help you choose the right course for you.

Training Location

Level 1, 23 Abbott Road, Perth Airport, WA 6105

Training Hours

8:30am to 4:00pm

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Apply Now!

Contact Us

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trainwest.com.au

RTO Provider: 51807