

WE'RE HIRING.

Lead Trainer & Assessors - Community Service Opportunities in Sydney and Melbourne

Overview of the Role:

The Lead Community Service Trainer and Assessor is primarily responsible for managing and driving the performance of the Community Service trainers and assessors, in addition to the delivery of Community Service vocational and training courses. The Lead Trainer and Assessor will deliver the Cert III, Cert IV and Diploma for Community Service 3 days a week during term time.

The Lead Community Service Trainer and Assessor also actively works on the continuous improvement of the delivery and the resources of our courses ensuring that our courses meet Australian Skills Quality Authority (ASQA) requirements, adult education principles and facilitate students to achieve quality outcomes

Key Responsibilities include:

- Working with Education Director and Head Trainer in the development, monitoring and evaluation of quality best practice teaching and learning resources.
- Taking the lead for the continuous monitoring and improvement of teaching and learning resources
- Ensuring teaching and learning resources are print ready and meet the publication timelines
- Supporting the Head Trainer in implementing the Assessment Validation plan by conducting peer review of trainers and moderation of assessments with assessors for all campuses.
- Overseeing trainer's delivery of content and ensuring there is consistency and best practice across all course curriculum and method of instruction
- Identifying the various needs of students giving feedback to constantly improve effective learning options to meet these needs.
- Advising and supporting students on courses and related matters

- Liaising and establishing partnerships key industry stakeholders to facilitate the provision of programs and services the workplace component
- Working with Work Placement Consultant to secure workplacements for students
- Assisting Head Trainer to support trainers through classroom observation and developing improvement strategies
- Undertaking personal development activities as per the annual Professional plan
- Facilitating and managing projects as required
- Undertaking other duties as required

Qualifications and Experiences:

- At least five (5) years relevant industry experience (for example Case Management, Counselling, Mental Health)
- 3+ years of experience as a Trainer and Assessor or teacher in your vocation
- A sound knowledge and understanding of the vocational education and training sector
- A comprehensive understanding of how RTOs operate in a business context
- Sound knowledge of training packages and units of competency
- Certificate IV and Diploma of Community Service OR higher qualification
- Certificate IV in Training and Assessment TAE40116 or higher or equivalent
- Good interpersonal skills and the ability to work well in a team
- Demonstrated understanding of educational processes in vocational education sector including curriculum development and delivery.
- Demonstrated understanding of vocational education principles, student services and reporting requirements.
- Proven ability to provide administrative, educational and professional direction to staff across a variety of services.

Be a part of our Team

As Australian Learning Group continues to expand, there are opportunities to progress your career both within this new, state of the art CBD campus and in our other interstate campuses. Given we deliver many of the same quality qualifications across Brisbane, Melbourne, Perth and Sydney, we offer our Trainer and Assessors the opportunity of transferring interstate.

Additionally, we also offer a 25% discount on our qualifications to our Trainer and Assessors whilst teaching with us along with being offered free massages.

About Australian Learning Group

Australian Learning Group is owned by **UCW** and operates a number of colleges including **Australian College of Sport and Fitness, 4Life College and Australian College of Dance.**

About UCW

UCW is an ASX-listed entity that owns and operates a portfolio of tertiary education businesses, with a current focus on Health and Community Services related fields of study in both the international and domestic student market. Education is delivered nationally across 12 campuses.

Diversity & Inclusion

ALG is an inclusive employer. We celebrate our diversity and strive to reflect contemporary Australian society in order to better serve our students. We welcome and encourage applications from Aboriginal and Torres Strait Islander people, Culturally and Linguistically Diverse people, People with Disability, Sexually and Gender Diverse people, people with lived experience of adversity and from people of all ages.

Please note:

- Only shortlisted candidates will be notified of the outcome of their applications.
- We are only able to consider applicants with the right to live and work in Australia.
- Please apply by your resume and a covering letter demonstrating your achievements in a similar role to **bonnie.ballete@alg.edu.au**.