



## **VET Trainer & Assessor (Cert II Workplace Skills / Business)**

### About us

Wongutha CAPS is a Christian Boarding School for Year 11 and 12 Aboriginal students who predominantly come from remote towns and communities throughout Western Australia. The school is committed to supporting the health and wellbeing needs of students to enable them to effectively engage in the education and training opportunities available at the school.

We are seeking a genuine, positive, enthusiastic person who enjoys working collaboratively and who values the support they provide to the health and wellbeing of students and staff. This person will make a positive contribution to the Wongutha CAPS team, be a good communicator, be flexible, approachable, and well-organized. Applications are invited for a permanent part-time position, a 0.4FTE on Thursdays & Fridays, of a VET Trainer & Assessor (Cert II Workplace Skills / Business) to start at the beginning of Term 1, 2022.

As a VET Trainer & Assessor (Cert II Workplace Skills / Business) you will provide quality classroom based training and ongoing support to students enrolled for their Cert II in Workplace Skills / Business.

### **Essential qualifications, licenses and experience include:**

- A Certificate II in Workplace Skills or Business, preferred, but not required
- Certificate IV in Training and Assessment (or equivalent, required)
- Working with Children Check
- National Police Clearance Certificate
- Relevant and current industry experience
- Ability to work with and train students from different ethnic and cultural backgrounds
- Willingness to obtain or up-skill to new and current qualifications
- Current Passenger Transport Drivers authorisation
- Additional experience and qualifications in the relevant industry is highly desirable
- Knowledge in training packages, compliance requirements and the VET sector an advantage

### **Responsibilities include:**

- Demonstrated ability to deliver quality training, conduct assessments and provide feedback
- Demonstrated ability to manage and control groups of students in a learning environment
- Motivating students to complete their certificate, managing attendance and academic course progression
- Demonstrated computer skills and the ability to utilise a range of electronic technologies within a learning environment
- Extensive industry knowledge, skills, and teaching experience in the field
- Demonstrated ability to engage, and maintain links with industry
- Ability to assist with the development and validation of learning and assessment resources
- Experience in training and assessing Aboriginal and Torres Strait Islander students
- Demonstrated ability to follow, implement and comply with policies and procedures including student results and assessment feedback
- The ability to work in a cooperative manner with others

**Applications will close: 30 November 2021**

**Please forward a 1-page cover letter and your resume to: [ea@wonguthacaps.wa.edu.au](mailto:ea@wonguthacaps.wa.edu.au)**