

WARRNAMBOOL | PORTLAND | HAMILTON | COLAC

South West TAFE

# COURSE GUIDE

2021

VICTORIAN  
& AUSTRALIAN  
**WINNER**

SOUTH WEST TAFE  
LARGE TRAINING  
PROVIDER OF THE YEAR  
**2020**







# IT'S NEVER TOO LATE TO BE WHOEVER YOU WANT TO BE...



## VERSION 1

Published October 2020. All information is correct at the time of printing; however courses may be affected by changes to the relevant training package.

All courses contained in this guide are subject to student numbers prior to confirmation of commencement.

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# why choose South West TAFE?

## TAFE trains you for jobs in demand

Nine of the top 10 occupations predicted to have the most job growth in the next five years are in TAFE-trained jobs.

And our Free TAFE courses specifically target sectors where job demand is high.

## TAFE students can get employed sooner

Over 77 per cent\* of SWTAFE students were employed after training last year and 91 per cent were employed or enrolled in further study.

## TAFE students can have less debt

Government subsidised places for TAFE are available for eligible students, reducing the cost of study by up to 80 per cent.

Plus we have over 30 Free TAFE courses and a range of scholarships on offer in 2021.

Sources: Graduate Careers Australia, National Centre for Vocational Education Research (NCVER)\*, Skilling Australia Foundation, McCrindle Research, Australian Federal Government.

\*2018 Student Outcomes Report NCVER

## TAFE graduates have ready-to-go skills

You gain industry-specific skills at TAFE so you are job-ready when you graduate.

All TAFE courses are designed to replicate actual work situations and are structured around what skills employers are seeking.

Our teachers have extensive industry experience and strong connections within their industries.

## TAFE can be your pathway to university

Many courses allow you to use your TAFE qualifications to gain credits for future study at university – reducing the length of your university course, and saving money along the way. You can progress from a certificate to a diploma at TAFE, then to a bachelor degree at university.

## Industry like how we train

Over 82% of employers were satisfied with our training in 2019.

## Free TAFE courses in 2021

Free TAFE gives more people a chance to get the skills they need to land a job that's in demand.

Free TAFE covers tuition fees for students who are eligible for government-subsidised training. If you don't meet the eligibility criteria you may qualify for an exemption to receive a Free TAFE place in 2021.

There may still be costs that you will be required to pay, such as course materials, uniform, excursions, books etc.

**FREE TAFE**

The Free TAFE courses are found throughout this guide – just look for this symbol.

Terms and conditions apply.  
See [swtafe.edu.au](http://swtafe.edu.au) for further info about Free TAFE courses.





# support for every step along the way

South West TAFE provides a wide range of support that can be utilised by every student during their study journey.

## The Skills & Jobs Centre

Our Skills and Jobs Centre team is here to help with career and course guidance.

We offer support with mapping a career path to suit your aspirations, help with finding and applying for jobs, assistance transitioning to study or transitioning to the workforce. We offer independent advice that's available and open to everyone.

## Study support

During your training you may want a hand with your studies – maybe guidance with an assignment or general literacy and numeracy skills. You are welcome to come to a study support session held regularly at every campus. Ask our Student Support team located at each campus for more info.

## Disability support

From enrolment through to help in the classroom we provide assistance every step of the way to make sure you are not disadvantaged in any way while studying with SWTAFE.

SWTAFE is also a registered National Disability Insurance Scheme (NDIS) provider. To find out what support we can provide, please contact our NDIS officer on [disability.support@swtafe.edu.au](mailto:disability.support@swtafe.edu.au)

## Koorie support

We have a dedicated team to help Koorie students transitioning to studying with SWTAFE. They help develop ongoing support networks and systems to help you succeed with us.

## Apprentice support

During the first year of your apprenticeship, our Apprenticeship Support Officer can support you with any questions you have about your enrolment and becoming an apprentice, your workplace training and dealing with your employer. Plus they provide mentoring and coaching for any SWTAFE apprentice program participant.

## Your wellbeing

We want all of our students to be happy and healthy, and our Student Wellbeing Officers are here to help you with:

- any study-related difficulties
- mental health, legal issues, housing, finances, bullying, or any other pressures you may have
- mediating or advocating on your behalf; and
- connecting to any external support you may need.





## The Hive

The Hive is a new co-working, idea generator, and small business incubator space. It is where you can collaborate to take innovative ideas or products and make them a reality. If you want to bring something to life, learn and be part of an innovative and creative community, then The Hive is the place for you!

## Library

Whether you need a quiet place to study, access to a computer, to print a document, or help with our digital and physical resources our library team is here to assist.

## Fee help

Studying with SWTAFE will incur fees which are largely dependent on whether or not you meet eligibility criteria for a government-funded place or one of our Free TAFE courses in 2021.

The Victorian Government's Skills First program provides subsidies to make training more affordable by reducing the contribution that you'll need to pay for study with SWTAFE, saving up to 80 per cent on your fees. There are also subsidies available for some concession card holders as well as a range of scholarships on offer (see below).

While these government subsidies help reduce the cost of your course tuition fees, there may still be costs that you will be required to pay, such as course materials, uniform, excursions, books etc.

## How can I pay?

### Up front

Pay all your fees before starting your course.

### Payment plan

You can organise to pay in instalments over the duration of your course.

### Scholarships & assistance

You can apply for a number of scholarships that may assist in paying your tuition fees.

We also offer Access and Equity Assistance for students in financial hardship.

### VET Student Loan

If you're studying selected diplomas or advanced diplomas, you may be able to apply for a loan from the Australian government to cover course tuition fees or cost of training.

Repayments are made through the Australian Taxation Office (which are deducted from your salary when your income is above the compulsory repayment threshold).

# Scholarships

Our scholarships create opportunities for those who might not otherwise have access to study, and recognise those who have the drive and commitment to achieve their future goals.

Scholarships can assist with study-related costs whether they are course fees, materials required for your course, costs associated with attending industry events or any equipment you may need for study.

We have 20 scholarships available for study with South West TAFE in 2021.

Each scholarship has its own criteria and the application process can vary from one scholarship to the next.

We have a broad range of scholarships that you can apply for:

- General scholarships
- Agriculture and horticulture scholarships
- Dairy production scholarships
- Koorie scholarships
- Scholarships for students studying in Colac, Hamilton or Portland

**Visit [swtafe.edu.au/scholarships](http://swtafe.edu.au/scholarships) for more information and how to apply.**

**We have 20  
scholarships available  
in 2021.  
Why not apply?**

# how to apply

There are five simple steps to apply for a course with us.

## Apply for a SWTAFE course\*

### 1 APPLY

Visit [swtafe.edu.au](http://swtafe.edu.au) to apply.

Click the **Apply Now** button on either the home page or on a specific course page. You will need to fill out a short online application form. Once this form is submitted we'll send you a thank-you email.

### 2 GET READY

Your thank-you email will contain three things:

1. A link to our Pre-Training Review to help us tailor your training
2. A link to set up your unique student identifier (unless you already have one)
3. A link to find out if you may be eligible for government-subsidised training.

### 3 CHAT WITH YOUR TEACHER

You will be contacted by a teacher or course specialist to chat about your Pre-Training Review outcomes and provide you with additional course information.

You can also chat with your teacher about getting your prior skills or course relevant qualifications recognised.

### 4 ENROL

After chatting with a teacher you will receive another email containing:

1. Your enrolment form which you can fill out online
2. A link to verify your identification.

### 5 SIGN

Once you've completed your enrolment form and verified your identification you will receive your student declaration form to review and sign. You can sign this digitally via your smartphone, computer or tablet.

If you need assistance with enrolling, contact our Customer Service team on 1300 648 911 or visit your nearest campus.

## Apply for a SWTAFE apprenticeship or traineeship\*

### 1 FIND A JOB

Find a job as an apprentice or trainee through an Apprenticeship Centre or Group Training Company.

### 2 REGISTER

Register with an Australian Apprenticeship Support Network (AASN) and nominate SWTAFE as your training provider (your employer will usually do this for you).

### 3 PRE-TRAINING REVIEW

SWTAFE staff will contact you to organise your Pre-Training Review once your AASN contract registration is complete.

### 4 ENROL

Complete the enrolment form provided to you and provide your identification.

### 5 SIGN

Once you've completed your enrolment form and verified your identification you will receive your student declaration form to review and sign. You can sign this digitally via your smartphone, computer or tablet.

## \* Before applying...

**We suggest that you come along to an information session.**

At these sessions you can find out more about the courses, career opportunities, placement requirements and chat with a course specialist.

For some courses, attending an information session is a compulsory step to applying. Find upcoming dates for information sessions at [swtafe.edu.au/infosessions](http://swtafe.edu.au/infosessions)

If you're unsure what you want to study, our Careers Coaches at the Skills and Jobs Centre can help you on your way to the right career for you.



# apprenticeships + traineeships

Apprenticeships and traineeships are a great way to kick-start your career and gain a nationally-recognised qualification.

## Apprenticeships

focus on trade careers.

Generally take three to four years.

## Traineeships

focus on building skills and knowledge on the job.

Generally take one to two years.

## Leap in with the leader

A South West TAFE apprenticeship or traineeship is a partnership between you, your employer and SWTAFE.

Your employer will teach you skills on the job while SWTAFE provides formal training.

This allows you to learn from qualified academic staff, as well as someone who is an expert in the industry in which you're interested.

If you're still at school you can undertake a school-based apprenticeship or traineeship while completing VCE or VCAL.

## You can make it happen

Apprenticeships and traineeships can commence at any time. SWTAFE supports lots of opportunities for mature-aged workers. The first step is to find a business to employ you, then a local Australian Apprenticeship Support Network needs to register your Training Contract with SWTAFE.

Visit the DET Apprenticeships and Traineeships website for detailed information about training types and industries, wages and financial assistance: [www.education.vic.gov.au/training/learners/apprentices](http://www.education.vic.gov.au/training/learners/apprentices)

## Financial incentives

There are a number of government-funded incentives and assistance available to apprentices and employers.

These benefits may vary, so please refer to the Australian Apprenticeships website for current details: [www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au)

## SWTAFE provides apprenticeships and traineeships in:

- agriculture and horticulture
- early childhood education and care
- building, construction and trades
- business
- education support
- food and hospitality
- hair and beauty
- health and community services
- maritime
- tourism



# our qualifications

## Entry level qualifications

### Foundation courses

Foundation courses are designed to help you gain valuable language, literacy, numeracy, study and job-ready skills. Our dedicated and experienced teachers help you to develop a tailored learning plan based on your skill level and future goals. They also provide support and guidance throughout your learning pathway. Our programs include English as an Additional Language (EAL), General Education for Adults, Work Education and the Reconnect Program.

### VET Delivered to Secondary Students (VET DSS)

If you're in years 10, 11 or 12, you can combine your VCE or VCAL studies with our VET DSS program.

A VET DSS program allows you to experience a career you may be considering, adds to the eligibility requirements for VCE/VCAL, and may contribute to your ATAR score. Choose from 12 VET DSS programs across a range of areas. Learn hands-on skills while gaining a national qualification. Speak to your school VET coordinator or check our VET DSS guide for more information.

## Pre-apprenticeships

A pre-apprenticeship is a certificate course that enables you to gain insight into what it's like to work in a trade, before you make a commitment to an apprenticeship. If you continue to a full apprenticeship, you'll be better equipped and might even be able to shorten the study component of your apprenticeship by having the subjects you've already completed recognised.

## Apprenticeships and traineeships

You can combine training with full-time or part-time work, so that while learning on the job you get the necessary formal qualification.

Apprenticeships and traineeships are offered across a range of areas - you can find one in almost any field! They allow you to combine paid work with training. Once an employer has been found, we will work with them to deliver and assess your training.

## Certificates

### Certificate I

This entry level study will help you gain the knowledge and skills to start working and/or undertake further training or study.

### Certificate II

Graduates at this level will have basic factual, technical and procedural knowledge of a specific area of work.

### Certificate III

At this level graduates will have more developed practical and theoretical knowledge and skills for work.

### Certificate IV

At this level you'll obtain more advanced theoretical and practical knowledge and skills for specialised, skilled work and/or further training.

## Diplomas

At this level you will learn to apply technical and theoretical skills to a range of contexts to undertake advanced tasks. You will be equipped to undertake supervisor or manager roles.

# how you'll learn

## On campus

Many courses require students to attend training sessions on campus.

A campus learning experience is a great way to meet like-minded people, share ideas and develop skills in a supported simulated environment. South West TAFE's workshops, salons, kitchens and computer rooms are equipped with industry standard equipment that will assist you to become work ready.

## A combination of on campus and online

Digital skills and literacy are going to be critical as businesses and industries rapidly develop their digital capabilities. SWTAFE Online provides courses and course content on a web-based platform that allows you to access your learning anytime, anywhere. Not only does this let you manage your learning, but it also enables you to better understand and apply digital technology applications in future workplaces.

We also offer some classes via Smart Classroom (where the teacher may not be physically present and teach via video conferencing to your local campus) and via Virtual Classroom (a live online teaching and learning environment).

## Training in the workplace

South West TAFE apprentices and trainees are based in an existing workplace.

An increasingly large number of people are now choosing to study part-time or in the evening, or undertake an employer sponsored program. These students often attend campus in blocks of training or as part of a series of one-day workshops.

Workplace-based learners bring a range of knowledge and skills to their workshops and the sharing opportunities provided on campus enhances the learning experience for all participants.



## South West TAFE can be your pathway to uni

If university is on your radar you can start your studies with us via a diploma course which can gain you credits for future study at university.

Commencing your studies with TAFE before heading to university has great benefits:

- You can gain credits for entry to university
- Reduce the number of units you need to complete your university degree
- Greatly reduce the time and cost to complete a university qualification
- You'll be job-ready before starting university, giving you the flexibility to work and learn
- You'll finish university with not one, but two qualifications

TAFE has connections with many universities so you can easily transition from TAFE training on to a university degree. South West TAFE also has a formal agreement with Deakin University for direct entry to university from some of our diploma courses. Visit [swtafe.edu.au](http://swtafe.edu.au) for a full list of pathways to Deakin University.

“

Returning to study as a mature age student was daunting, but my time at South West TAFE gave me the confidence to continue to learn. When I started my diploma there was no way I had the confidence to be a uni student. I knew I had the intelligence but not the skillset. The skills I learnt at TAFE have opened up so many options for me.”

**Lesley Bastock-Lewis**



# Job Seeker Programs

## Employability Skills Training

FREE FOR ELIGIBLE STUDENTS

**Block One:** Build U   **Block Two:** Brand U

LOCATION   Colac, Hamilton, Portland and Warrnambool campuses  
DURATION   Full-time, three weeks (each block). Four days a week  
START DATE   Apply any time

These two blocks of three-week programs will help you increase your employability skills and become job ready.

**Build U** will help you learn effective communication, teamwork, time management, problem solving, enterprise innovation and technology skills – everything employers want.

In the **Brand U** block, you will learn advanced job-hunting, interview, resume and cover letter writing skills. Industry awareness experiences will also be provided to help you explore which industry is right for you. On completion of these programs, you may enter an internship or gain paid work within an organisation.

## Reconnect Program

LOCATION   Hamilton, Portland and Warrnambool campuses  
DURATION   Individually-mapped course dependant on student  
START DATE   Apply any time

The Reconnect Program provides support to reduce barriers faced around participating in education. The program focuses on supporting participants to re-engage in training, leading to achieving educational goals.

The Reconnect Program is focused on supporting:

- young people aged 17-19 who are early school leavers, not currently enrolled in school or any education and training program and/or full-time employment.
- long-term unemployed (unemployed for 12 months or more) people aged 20-64 without Year 12 or equivalent attainment (Senior Secondary Certificate or a Certificate II or higher qualification).

The Reconnect Program is ideal if you have been out of education for a while and need additional support to engage in and complete the course best suited to your individual pathway.





## **SKILLS AND JOBS CENTRES**

Our Skills and Jobs Centre team can help you find your path through school, study and into the workforce.

Whether you're exploring career options, transitioning from school to the workforce or if you're looking to study after school we provide independent advice on any future pathway.

Our qualified Careers Coaches are based at our Warrnambool campus. They are also available once a fortnight at the Hamilton and Portland campuses and once a month at the Colac campus.

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### **We can help with:**

- Career guidance
- SWTAFE course advice
- University pathways
- Transitioning from school to further study or into the workplace
- Assistance with job application and interview skills
- Resume support
- Job search

# AGRICULTURE CONSERVATION + HORTICULTURE

## Are you passionate about the land and natural resources?

Would you love a career that lets you enjoy the outdoors, one that doesn't keep you confined to an office?

Why not become part of an industry that provides Australia with a viable, healthy, profitable and sustainable future?

We will give you relevant, practical skills combined with the latest technologies and trends. So if your interest is in agriculture or horticulture, we've got a course and career to suit.

You'll develop sought-after skills and knowledge that's relevant locally and Australia-wide.

Any of these courses will give you a professional qualification recognised across Australia.

### ✕ Career opportunities

- Agricultural sales/marketing
- Nursery assistant
- Farm worker
- Stock and station agent
- Rural financial consultant
- Fencer
- Agronomist
- Horticulturist
- Park ranger
- Landscaper
- Wool classer
- Catchment management officer
- Eco-green corporation leader
- Coast care manager
- Waterways program manager
- Environmental consultant

*and more...*







## **KIM CRAGG**

### **CERTIFICATE II IN HORTICULTURE**

Kim Cragg had always loved gardening and working outdoors, so when the opportunity arose to study horticulture as a FREE TAFE course it was too good to pass up.

“I had always wanted to learn horticulture but it was never the right time. My kids were too young and the cost made me hold off. But when it was offered as a free course I jumped at it,” she said.

Kim enrolled in the Certificate II in Horticulture at South West TAFE and loved it.

“The teachers were great. They had great knowledge and it was such a fun environment to learn in,” she said.

Living on a one-acre block, Kim originally enrolled in the course to gain knowledge in what to plant on her own property.

Her garden is now thriving and she now has a job in the industry.

Kim said she was so excited to have gained a job as an apprentice for local business Garden Gurl and is now studying her Certificate III in Parks and Gardens.

“I love my job. It’s so hands on and we get to be really creative with garden design which is so fun,” she said.

Kim said the skills she had learnt at SWTAFE had given her so much confidence in her work.

“I just love being able to help people create gardens that work better for them. It’s just so satisfying,” she said.

## AGRICULTURE

### Certificate II in Agriculture AHC20116 **FREE TAFE**

LOCATION Glenormiston  
DURATION Part-time, 12 months. One day a week. *Traineeship also available*  
START DATE Apply any time

You will learn a variety of agricultural skills that will give you the basis to confidently work in a farming enterprise. Study areas will include: operation and maintenance of agricultural equipment (quad bikes and tractors), livestock management and health, milking, fencing, chemical application and general first aid.

### Certificate III in Agriculture AHC30116 **FREE TAFE**

LOCATION Colac campus and Glenormiston  
DURATION Part-time, two years. One day a week. *Traineeship also available*  
START DATE Colac: January | Glenormiston: Apply any time

Are you looking to work in livestock production, cropping or a mixed farming enterprise? This course will provide you with skills in everything from machinery and safety, animal health, farming technology and digital solutions to enhance productivity, stock, land and water management, through to financial operations and the future of agriculture.

### Certificate III in Agriculture (Dairy Production) AHC30216 **FREE TAFE**

LOCATION Colac campus and Glenormiston  
DURATION Part-time, two years. One day a week. *Traineeship also available*  
START DATE Colac: January | Glenormiston: Apply any time

This qualification provides you with the skills and knowledge to work in the dairy industry. This course equips you with a variety of agricultural skills relating to the dairy industry including animal nutrition, animal health and machinery operation.

### Certificate IV in Agriculture AHC40116 **FREE TAFE**

LOCATION Colac campus and Glenormiston  
DURATION Part-time, two years. One day a week. *Traineeship also available*  
START DATE Colac: January | Glenormiston: Apply any time

The Certificate IV in Agriculture will allow you to develop skills and knowledge to become a specialist in the agriculture industry, possibly becoming a supervisor or team leader. This course also covers the specifics of managing stock nutrition, breeding, health, welfare and supervision of staff and plant operation.

### Diploma of Agriculture AHC50116

LOCATION Glenormiston  
DURATION Two years  
START DATE Apply any time

Agriculture makes up 60 per cent of the regional economy of south-west Victoria. The need for qualified staff is growing and SWTAFE graduates are in demand from farms to agricultural service providers. This qualification will provide you with valuable skills including: livestock and pasture management, breeding strategies, pest and disease control in crops, financial management and quality assurance.

Previous experience in agriculture is necessary and access to a commercial farm is preferable to support your learning in this course.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

## HORTICULTURE

### **Certificate II in Horticulture** AHC20416 **FREE TAFE**

LOCATION	Hamilton campus and Sherwood Park
DURATION	Part-time, 12 months. One day a week. <i>Traineeship also available</i>
START DATE	February, July (Sherwood Park only)

Keen to develop your interest in plants and gardens into a career? Throughout this course you will develop skills in plant identification, pest, disease and weed control, propagation and pruning. You will also gain experience in operating and maintaining common horticultural machinery and equipment. Give yourself a head start into an apprenticeship or traineeship or improve your home gardening skills.

### **Certificate III in Horticulture** AHC30716 **FREE TAFE**

LOCATION	Sherwood Park
DURATION	Part-time, two years. One day a week. <i>Traineeship also available</i>
START DATE	February

Finesse your flair for horticulture by taking your skills to the next level and learn how to create your own outdoor transformations. You will expand your skills and knowledge in plant identification, propagation, pest, disease and weed control. Create a garden while developing proficiency in pruning, soil and plant nutrition, plant displays, paving, retaining walls and grass maintenance. Train across a variety of facilities including our industrial hothouse and trial grounds for practical activities.

### **Certificate III in Landscape Construction** AHC30916 **APPRENTICESHIP**

LOCATION	Workplace training
DURATION	Three years
START DATE	Apply any time

Are you interested in becoming a landscape gardener? Or perhaps you've been working in the industry and would like to formalise and enhance your skills. This apprenticeship will equip you with theoretical and practical skills and knowledge in all aspects of landscape construction.

### **Certificate III in Parks and Gardens** AHC31016 **APPRENTICESHIP**

LOCATION	Workplace training
DURATION	Three years
START DATE	Apply any time

Want to gain a career in the parks and gardens industry? Start an apprenticeship in parks and gardens and develop skills in tree inspections, weed control, implementing plant nutrition programs and installing irrigation systems.

### **Certificate III in Production Nursery** AHC31116 **APPRENTICESHIP**

LOCATION	Workplace training
DURATION	Three years
START DATE	Apply any time

This apprenticeship is designed for a nursery assistant working in a production nursery. During this apprenticeship you will learn a variety of skills including weed control, pest and disease control, plant identification and the safe use of chemicals.



## CONSERVATION

### Diploma of Conservation and Land Management AHC51116

LOCATION Sherwood Park and online  
DURATION Full-time, two years. Eight one-day weekend face-to-face workshops a year  
START DATE Expressions of interest

Do you enjoy the outdoors? Are you interested in the management of our natural resources? This course covers the skills and knowledge required to identify the environmental impacts associated with a range of land use activities.

Studies focus on a variety of areas in catchment and land management including: biodiversity, biological surveying, fauna management, erosion control, pest-animal and plant control, and revegetation.

You will study online and participate in eight single-day face-to-face workshops on Saturdays. These workshops allow you to reinforce the subject content in a practical environment. Block workshops are also possible if there is demand from more remote students. Previous experience in conservation, horticulture or agriculture will support your learning in this course.

You can start this diploma with SWTAFE then transfer to university to complete a degree.

## WOOL CLASSING

### Certificate IV in Wool Classing AHC41316

LOCATION Hamilton campus and other locations on demand  
DURATION Two years. Three-hour, weekly night classes. *Traineeship also available*  
START DATE Expressions of interest

Do you want to be responsible for providing premium quality wool to the Australian market? The Certificate IV in Wool Classing will equip you with skills needed to manage all shearing shed operations or apply for job opportunities in the wool buying, marketing and production industries.

As a SWTAFE wool classing graduate, you will be eligible to apply to the Australian Wool Exchange for registration as an Australian Wool Classer. You will be a specialist in grouping fleece according to length and thickness, quality, colour, strength and cleanliness.

#### FREE TAFE

Free TAFE  
course in 2021,  
see page 4.



## Are you inspired by creativity?

If so, it's time to put your artistic skills to work and design your own career.

Being an artist can mean so many things. You can work with communities, in schools, with scientists, at festivals or teach workshops. You can make public artwork, sell pieces at markets and galleries, explore ideas and use technology to bring your ideas to life.

If this sounds like your thing, there are options to suit your interests.

Our arts courses will give you a professional qualification recognised across Australia.



### Career opportunities

- Gallery attendant
- Art curator
- Illustrator
- Exhibition designer
- Studio artist
- Muralist
- Workshop teacher

*and more...*







## KATARENA SAVAGE

### CERTIFICATE IV IN VISUAL ARTS

AFTER spending years working in the corporate world, Katarena Savage found a love for art and is exploring where it can now take her.

While she was caring for her mother, Katarena discovered colouring books and quickly became obsessed with them.

She ended up with an extensive collection of artists' pencils and decided to start creating her own drawings.

Katarena said she had recently moved to Warrnambool and while she was looking for a community art project she discovered South West TAFE's art courses.

"I saw the studio and it reminded me of how much I enjoyed learning and studying. I was at a point in my life where I had no direction and I was looking for something creative," she said.

Katarena enrolled in the Certificate IV in Visual Arts and loved it so much she's planning on continuing with her diploma next year.

"I've just loved it. The teachers are so supportive of everything and anything you want to do and I've met some of the most incredible artists," she said.

Katarena is now looking at how she can take her art and turn it into a career in the online world.

"I've only been involved in art for two years. Before that I could barely draw. I just want people to realise that you don't have to feel like an artist to study art, you just have to be willing to give it a try," she said.

## VISUAL ARTS

### Certificate III in Visual Arts CUA31115

LOCATION Colac and Warrnambool campuses  
 DURATION Full-time, one year. Two days a week.  
 START DATE February

The Certificate III in Visual Arts will equip you with a broad range of artistic skills in a supportive environment. Find your niche or simply broaden your horizons. Whether you want to be a professional artist or explore your creativity, this course covers a range of studio areas including painting, textiles, sculpting, drawing and printmaking. Please note studio electives vary according to campus.

### Certificate IV in Visual Arts CUA41315

LOCATION Warrnambool campus  
 DURATION Full-time, one year. Three days a week.  
 START DATE February

If you're an emerging artist interested in developing your portfolio, then the Certificate IV in Visual Arts is for you. Our friendly and experienced teachers will help you learn essential skills in a supportive environment, while you network with others in your field. This is a classroom-based program with hands-on experience in the studio areas of painting, sculpture, drawing and printmaking.

### Diploma of Visual Arts CUA51115

LOCATION Colac campus  
 DURATION Full-time, one year, Two days a week.  
 START DATE Expressions of interest

This course is ideal for people with an interest in developing practical, conceptual and interpretive skills as well as exploring the use of personal imagery. Students at the diploma level will investigate themes and refine their work into a cohesive body of work, which will be shown at the end of year exhibition. Graduating students of this course are eligible for the Peter Lucas Award. Winners of this award receive a free exhibition at the Warrnambool Art Gallery. Studio areas include drawing, painting, printmaking and sculpture.







# BUILDING, CONSTRUCTION + TRADES

**Having a trade can take you anywhere, and whatever your passion, the opportunities are endless.**

People working in the trade industry are always in high demand and it's one of the biggest employment sectors in the country.

If you have a passion for working in the electrotechnology, building, cabinet making, engineering, plumbing or automotive industries, then we have a course to suit your interests and help you build an exciting career.

Our courses will give you hands-on skills to get you job-ready in your chosen trade.

If you're looking to start a new trade, we offer pre-apprenticeships, which give you a great introduction to a trade, giving you basic knowledge and hands-on skills. If you want to take the next step in your career, our post-trade qualifications can help you achieve your dream of owning your own business or becoming a supervisor.



## Career opportunities

- Builder
  - Cabinet maker
  - Carpenter
  - Estimator
  - Self-employed contractor/sub-contractor
  - Sales representative in construction industry
  - Building supervisor
  - Electrician
  - Plumber
  - Fabrication or mechanical engineer
  - Automotive technician - mechanic
- and more...*





## DOMINIC MCCOSH

### CERTIFICATE II IN BUILDING AND CONSTRUCTION

SINCE starting his studies at South West TAFE Dominic McCosh has gained part-time employment and is now well on his way to earning a building apprenticeship.

The 16-year-old started the Certificate II in Building and Construction in March after realising he wanted to work in a hands-on career.

“School wasn’t really for me but I had always been interested in trades. It’s in the family. Most of my family members are tradies so I thought I’d give building a go,” he said.

Dominic said he had learnt so many new skills and the opportunity to work on a full-size house at South West TAFE’s training facility was such a great learning experience.

He said he felt confident that the skills he had learnt would set him up well for an apprenticeship.

Dominic is now working towards gaining an apprenticeship with the assistance of the South West TAFE teaching staff.

He said his teachers had helped him gain employment at Mitre 10, and had put him in contact with builders looking for apprentices.

“This is just giving me so many options and is a way better fit for me. I’m only 16 now so my goal is to become a qualified builder by the time I’m 20,” he said.

Dominic said the Certificate II had given him a great taste of working in the building industry and had given him the enthusiasm to continue on that path.

## AUTOMOTIVE

### Certificate II in Automotive Vocational Preparation AUR20716 **FREE TAFE**

LOCATION Portland and Warrnambool campuses  
DURATION Full-time, 14 weeks. Three days a week  
START DATE March, July

This is a great course if you are wanting to gain some base-level skills to build on. It is also ideal if you want to test the waters to determine whether you are suited to being a mechanic.

This pre-apprenticeship program provides general knowledge, mechanical skills and hands-on workshop experience in basic automotive functions and vehicle systems.

### Certificate II in Automotive Servicing Technology AUR20516

**FREE TAFE** **SCHOOL-BASED TRAINEESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION Full-time, two years  
START DATE Apply any time

Currently at secondary school and interested in a career in the automotive industry?

This program offers secondary school students the opportunity to gain entry-level knowledge and skills in automotive retail, service and repair.

As a school-based trainee, you will attend your workplace for one day per week, while remaining in secondary school to complete your VCE or VCAL program.

### Certificate III in Light Vehicle Mechanical Technology AUR30616 **APPRENTICESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION Eight one-week blocks a year plus workplace training over three years  
START DATE Apply any time

During this apprenticeship, you will learn hands-on skills and knowledge to work as a mechanic of light vehicles. Through a combination of on-the-job training and block releases, you will gain experience to inspect, service and repair light vehicles.

### Certificate II in Automotive Air Conditioning Technology AUR20218 **FREE TAFE**

LOCATION Portland and Warrnambool campus  
DURATION Full-time, four weeks. Online plus workshops  
START DATE March, August

This qualification gives you an update to your qualifications. The course will be delivered through a combination of 13 units online and three practicum units at the South West TAFE workshop over four days. Successful completion will give you the skills to undertake automotive air conditioning service and repairs.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

**\*SMART CLASSROOM:** the teacher will not always be physically present and may teach via video conferencing. This will alternate between campuses. You will still be required to attend your local campus.

## BUILDING

### Certificate II in Building and Construction (Pre-apprenticeship) 22338VIC

**FREE TAFE**

LOCATION Sherwood Park  
DURATION Full-time, 16 weeks. Three-and-a-half days a week  
START DATE March, August

If you're seeking a career in carpentry and want to learn your skills from industry experts, our building and construction course provides an ideal starting place. The course will develop your hand skills to an acceptable industry standard. You will acquire these skills by participating in a number of building projects. You will construct a full-size domestic house or similar structure from ground to completion. Graduates may pursue apprenticeships and traineeships in the building industry.



### **Certificate III in Carpentry** CPC30211 **APPRENTICESHIP**

LOCATION Sherwood Park and workplace training  
DURATION Seven one-week blocks a year plus workplace training over three years  
START DATE Apply any time

This apprenticeship will provide you with hands-on skills and experience to work in the building industry, including domestic and commercial construction. You will learn through theory and practical components that will assist you while you are employed in the construction industry.

### **Certificate IV in Building and Construction (Building)** CPC40110 **FREE TAFE**

LOCATION Sherwood Park, Hamilton and Portland campus via Smart Classroom\*  
DURATION Full-time, 16 weeks over six months. Two evenings a week  
START DATE February, August

Are you already in the building and construction industry? Would you like to step up into a supervisory role? Maybe you're a tradesperson hoping to become a subcontractor or business owner. If this sounds like you, why not take the next step in your career? This qualification will give you the skills you need to achieve your career aspirations. It will qualify you to supervise low-rise residential building projects and assist in the application for a registered builder licence. This qualification is recognised by the Housing Industry Association (HIA), Master Builders Association (MBA) and the Building Commission.

## **CABINET + FURNITURE MAKING**

### **Certificate II in Furniture Making** MSF20313 **FREE TAFE**

LOCATION Sherwood Park  
DURATION Full-time, 10 months. Two days a week  
START DATE Apply any time

If you are considering a career in the furniture or building trades, this course is likely to appeal to you. It will allow you to become skilled in the use of hand and power tools while teaching you about safety, timber joints and construction, assembly and operation of woodworking. One of the primary advantages of this course is that the skills it teaches can be broadly applied to anything from furniture making to kitchen cabinetry.

### **Certificate III in Cabinet Making** MSF31113 **APPRENTICESHIP**

LOCATION Sherwood Park and workplace training  
DURATION Three years. Workplace training plus block releases of one day a week for 32 weeks on campus  
START DATE Apply any time

This apprenticeship provides you with the skills and knowledge required to perform a range of tasks at trade-level working in the furniture making industry. This may include manufacture and installation of fitted furniture, typically in a kitchen, bathroom or related context.

## **CIVIL CONSTRUCTION**

### **Certificate III in Civil Construction – Pipe Laying**

RII30915 **FREE TAFE** **TRAINEESHIP** ⓘ

### **Certificate III in Civil Construction – Road Construction and Maintenance**

RII30915 **FREE TAFE** **TRAINEESHIP** ⓘ

LOCATION Workplace training  
DURATION Two years  
START DATE Apply any time

This traineeship will give you an introduction to the industry and in-depth training in a wide range of aspects of the civil construction industry. A major part of this course will be undertaken on site at your workplace, working on and around heavy earthmoving machinery under the supervision of experienced civil construction workers.

ⓘ Note: course updates occurring

## Course in Workplace Spotting for Service Assets 22325VIC

LOCATION Hamilton and Portland campuses and Sherwood Park  
DURATION Full-time, two days  
START DATE Apply any time

Have experience operating machinery such as forklifts, excavators or trucks? Advance your skills and become a spotter. This course will provide you with the skills and knowledge to safely assist and guide machine operators who are working closely to overhead and underground service assets. On successful completion, you will be eligible to apply to Energy Safe Victoria for licensing as an electrical spotter.

## ELECTRICAL

### Certificate II in Electrotechnology Studies (Pre-vocational) 22499VIC **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, 20 weeks. Three days a week  
START DATE February, July

Seeking a career in the electrotechnology industry? This pre-apprenticeship will provide you the ideal starting place to learn the basic skills and knowledge of the electrotechnology industry. This course will equip you to gain access to a wide range of apprenticeships offered in this industry.

### Certificate III in Electrotechnology Electrician UEE30811 **APPRENTICESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION Four years. Eight one-week blocks a year for three years  
Two week-long blocks for fourth year. Plus workplace training  
START DATE Apply any time

This apprenticeship will provide you with practical skills and knowledge to select, install, set up, test, fault find, repair and maintain electrical systems and equipment in buildings and premises. Upon completion, you will be equipped to obtain your electrician's licence.

## ENGINEERING

### Certificate II in Engineering Studies 22470VIC **FREE TAFE**

LOCATION Portland campus  
DURATION Full-time, 15 weeks. Three days a week  
START DATE March, August

During this pre-apprenticeship you will gain knowledge of engineering principles and hands-on experience in basic fabrication techniques, machining processes, welding and using computer-based technology programs to test and operate a multi-purpose robot. Graduates may pursue careers in engineering apprenticeships.

### Certificate II in Engineering MEM20105 **TRAINEESHIP**

LOCATION Portland campus and workplace training  
DURATION Full-time, two years  
START DATE Apply any time

This traineeship provides you with a combination of fabrication and machining units commonly used in the engineering industry. You will gain skills in using equipment including metal lathes, milling machines, assorted hand and power tools and arc, MIG and TIG welders.

This can also be undertaken as a school-based apprenticeship. While still attending school, you will work within the engineering industry one day a week and complete blocks of study at the Portland campus.

**FREE TAFE**

Free TAFE course in 2021, see page 4.

### **Certificate III in Engineering - Fabrication Trade** MEM30319 **APPRENTICESHIP**

LOCATION Portland campus and workplace training  
DURATION Three years. 12 three-day blocks a year plus workplace training  
START DATE Apply any time

This apprenticeship provides you with the skills and knowledge for a career as an engineering tradesperson - fabrication. You will learn metal fabrication, forging, founding, structural steel erection, electroplating, metal spinning, metal polishing, sheet metal work, welding and the use of related computer-controlled equipment.

### **Certificate III in Engineering - Mechanical Trade** MEM30219 **APPRENTICESHIP**

LOCATION Portland campus and workplace training  
DURATION Three years. 12 three-day blocks a year plus workplace training  
START DATE Apply any time

This apprenticeship will provide you with the skills and knowledge for a career as an engineering tradesperson - mechanical. You will learn a variety of skills including the design, manufacture, installation, modification, testing, maintenance and service of all mechanical equipment.

### **Certificate IV in Engineering** MEM40119 **FREE TAFE**

LOCATION Portland campus  
DURATION Flexible delivery on a unit by unit basis  
START DATE Individual units offered throughout year

Take your career in engineering to the next level with this advanced, post-trade qualification. Use your engineering skills to specialise in computer-aided design, computer-aided manufacturing, hydraulics, pneumatics and welding certificates.

## **PLUMBING**

### **Certificate II in Plumbing (Pre-apprenticeship)** 22304VIC **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, six months. Three days a week  
START DATE March, July

Seeking a career in the plumbing industry? This plumbing pre-apprenticeship provides you with the ideal starting place. This pre-apprenticeship will provide you with the basic skills and knowledge required to kick-start a career in the plumbing industry and will give you a pathway to gaining a plumbing apprenticeship.

### **Certificate III in Plumbing** CPC32413 **APPRENTICESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION Three years. 27 one-week blocks over three years plus workplace training  
START DATE Apply any time

This apprenticeship will provide you with hands-on skills and experience through theory and practical components. You will develop plumbing skills through a combination of on-the-job training and block releases on campus. During this course, you will learn about roof plumbing, sanitary and drainage, hot, cold and warm water, gas fitting, mechanical plumbing, irrigation and fire protection.

### **Certificate IV in Plumbing and Services** CPC40912 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Flexible delivery on a unit-by-unit basis  
START DATE Individual units offered throughout the year

This course provides plumbers with training in drainage, water supply, sanitary, backflow, gas fitting, roofing and business based units. Students have the option of completing the course in full, or enrolling in specific units relating to a particular licence.



**Across Australia there are more than two million registered businesses, each of which have specific employment needs to support their specialisation.**

We can prepare you for a career in this industry by giving you the necessary skills for employment or further education, offering direct pathways to Deakin University.

An accounting course will give you the practical skills, knowledge and qualifications to help you reach your business goals.

## **X** Career opportunities

- Business owner
  - Accounts clerk
  - Bookkeeper
  - Assistant accountant
  - Tax accountant
  - Finance officer
  - Clerical officer
  - Customer service officer
  - Data entry operator
  - Information officer
  - Payroll officer
  - Word processing operator
  - Sales assistant
  - Senior sales assistant
  - Customer service assistant
- and more...*

**+ FINANCE BUSINESS**



## **TAHLIA WARREN-BRAND**

### **CERTIFICATE III IN BUSINESS**

TAHLIA Warren-Brand's business studies through South West TAFE have opened her eyes to a world of new possibilities.

She has just completed a traineeship at Gunditj Mirring Traditional Owners Aboriginal Corporation in Portland and is now studying a Graduate Diploma of Land and Sea Country Management at the National Indigenous Knowledges Education Research Innovation (NIKERI) Institute.

She said the Certificate III in Business had helped her in every aspect of her work which included writing new policies, compiling the organisation's annual report and managing the Budj Bim World Heritage celebrations in Heywood.

Tahlia said she loved working at Gunditj Mirring and was passionate about helping her community.

"My studies at South West TAFE changed my life and encouraged me to want to learn more. It has reminded me of the importance of education and training.

"I hope that with the skills I have developed from my training I can develop a mentoring or networking system for the young Indigenous members of my community to assist with their education and training," she said.

Tahlia said she was excited to win the 2019 Koorie Student of the Year award at South West TAFE's annual Graduation and Awards Ceremony in March, 2020 and was now looking forward to continuing her studies to see where they would lead her.

## ACCOUNTING

### Diploma of Accounting FNS50217 **FREE TAFE**

**LOCATION** Warrnambool campus and online  
**DURATION** Full-time, 12 months. Two evenings a week (6pm-9pm) at the Warrnambool campus or via virtual classroom\*  
 Plus 10 Saturday face-to-face workshops (9am-4pm) at the Warrnambool campus  
**START DATE** February

This qualification relates to professional accounting job roles in financial services and other industries. Individuals in these roles apply solutions to a range of often complex problems and analyse and evaluate information from a variety of sources. They apply initiative to plan, coordinate and evaluate their own work and guidance to others within defined guidelines. This qualification includes units that comprise an approved Tax Practitioner Board (TPB) course in Australian taxation law and commercial law. Anyone seeking registration with the TPB should check their current registration requirements.

To be eligible to enrol in this course, you must provide evidence that you have completed a number of prerequisite units.

### Certificate IV in Accounting and Bookkeeping FNS40217 **FREE TAFE**

**LOCATION** Warrnambool campus and online  
**DURATION** Full-time, 12 months. Two evenings a week at the Warrnambool campus or via virtual classroom\*  
 Plus 10 Saturday face-to-face workshops at the Warrnambool campus  
**START DATE** February

Improve your career prospects, prepare for further studies or build on your existing bookkeeping skills and maximise your employment opportunities in this field.

During this course, you will gain skills and knowledge to prepare and lodge business and instalment activity statements and the provision of advice or dealing with the Commissioner on behalf of a taxpayer in relation to the activity statements. You will also develop skills in budgeting and forecasting, payroll, reporting and using accounting software.

Completion of this course also meets the entry requirements for the Diploma of Accounting.

### Accounting Principles Skill Set

**LOCATION** Warrnambool campus and online  
**DURATION** Full-time, eight months. Two evenings a week at the Warrnambool campus or via virtual classroom\*  
 Plus seven Saturday face-to-face workshops at the Warrnambool campus  
**START DATE** February  
**APPLICATION** Compulsory information session, assessment and interview

Prepare for further studies in the Diploma of Accounting and improve your career prospects with the Accounting Principles Skill Set. Successful completion of this program meets the prerequisite requirements for the entry into the Diploma of Accounting.

During this course, you will also develop skills in budgeting and forecasting, payroll, reporting and using accounting software. You will also learn how to prepare and lodge business and instalment activity statements and provision of advice on dealing with the Commissioner on behalf of a taxpayer in relation to the activity statements.

Successful completion of this course satisfies the educational requirements for registration with the Tax Practitioners Board to be an approved Business Activity Statement (BAS) Agent.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

#### **\*VIRTUAL CLASSROOM:**

a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.



### **Certificate III in Accounts Administration FNS30317**

LOCATION Warrnambool campus and online  
DURATION Full-time, 9 months. One day a week at the Warrnambool campus plus one 2-hour evening class per week via virtual classroom\*  
START DATE February

This course prepares learners who wish to gain an entry level qualification into the administration/finance sector by teaching them skills such as general administration, customer service, financial data entry, processing accounts and payrolls, and producing financial reports.

## **BUSINESS**

### **Certificate III in Business BSB30115** **TRAINEESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION 12 months. One workshop a month plus workplace training  
START DATE Apply any time

Begin your career in the business industry with the Certificate III in Business. This traineeship teaches you a variety of skills and knowledge while working within a business environment. Under the supervision by a qualified person, you will gain practical skills which can be applied to your chosen industry including medical, finance or retail.

### **Certificate IV in Business Administration BSB40515** **TRAINEESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION 12 months  
START DATE Apply any time

Enhance your skills and knowledge of the business industry with practical learning by undertaking a traineeship in the Certificate IV in Business Administration. While working within the industry, you will gain a variety of skills and knowledge applicable to your chosen area of business.

### **Certificate IV in Business Administration BSB40515** **WORKPLACE-BASED**

LOCATION Workplace training and online  
DURATION Full-time, 12 months. Virtual classes\* each fortnight and workplace training.  
START DATE Apply any time

This course is developed specifically for learners who are employed in a business environment. It is suited to a range of individuals who wish to gain a position where they will use well-developed administrative skills and a broad knowledge base in a wide variety of administrative contexts. This course is suitable for existing workers who are looking to complete a qualification to acknowledge their experience and/or to gain and enhance their workplace skills.

# DISABILITY TRANSITION PROGRAMS

**We are  
committed to  
supporting  
people with  
learning needs  
or disabilities.**

We offer a number of dedicated programs and our classes are small, friendly and supportive. Our experienced teachers can give you the extra help you may need in the transition from a secondary school environment into the workplace or in developing living skills to become more independent and involved in the community.

Our courses offer you accredited training, qualified and caring teachers, daily access to technology and small class sizes with the support you need.

Prepare yourself for employment with our Work Education course, while our Transition Education course focuses on improving your skills for life in the community.





## PEYTON SMITH

### CERTIFICATE I IN TRANSITION EDUCATION

A COURSE at South WEST TAFE has given Peyton Smith independence, friendship, new skills and the confidence to consider further study.

Peyton was in year 12 when she heard about the Certificate I in Transition Education at a careers expo and after touring the campus she was confident about starting the course.

"I am really enjoying the course. I have met new people and made new friends. I am participating in all the tasks that range from maths, technology, participating in the community, being creative and reading," she said.

She said her maths skills were improving and she was really enjoying researching on the computers, reading and a creative unit which included drawing, colouring and designing.

"But the best thing of all is that I am feeling independent," she said.

Peyton said her teachers, Jo and Kerry, were fabulous and were constantly helping her and including her in all activities and setting challenging work.

"We also have support workers in class who are there to help all the students. I feel very supported," she said.

This year Peyton even helped to plan a group excursion to Gateway Plaza which involved writing notes to families, studying bus timetables and researching morning tea options. She said her goal was now to pass and receive her Certificate in Transition Education which would give her the confidence to look into new courses at South West TAFE.



## **Certificate I in Initial Adult Literacy and Numeracy 22293VIC**

LOCATION	Portland and Warrnambool campuses
DURATION	Full-time, one year. Part-time, two years
START DATE	Apply any time

Certificate I in Initial Adult Literacy and Numeracy provides foundation level students with a recognised cognitive, intellectual disability the opportunity to further enhance their literacy and numeracy skills. This is a great option for adult learners to develop the skills required for independence and acts as a good feeder into our other varied foundation level programs.

## **Certificate I in Transition Education 22301VIC**

LOCATION	Portland and Warrnambool campuses
DURATION	Part-time, two years
START DATE	Apply any time

This post-secondary school program provides options for people who have individual and/or special learning needs. It focuses on working towards independence or following interests that assist them to participate in the community, doing things that interest and motivate them.

The timetable can be made flexible to suit individual circumstances. Classes are small, friendly and supportive, creating a stimulating learning environment where students can aim to reach their full potential.

## **Certificate I in Work Education 22302VIC**

LOCATION	Warrnambool campus
DURATION	Full-time, one year. Part-time, two years
START DATE	Apply any time

Certificate I in Work Education is for those students who have the capacity and aspire to gain employment and independence. It includes workplace opportunities as well as trade tasters. Classroom-based activities are aimed at developing the skills necessary for gaining and maintaining successful employment. Meaningful projects are organised and run by students to give them group working holistic skills.

## **Certificate II in Work Education 22481VIC**

LOCATION	Warrnambool campus
DURATION	Full-time, one year. Part-time, two years
START DATE	Apply any time

The Certificate II in Work Education is an extension of the Certificate I in Work Education and gives you the opportunity to further enhance your skills to gain greater independence. This course includes workplace opportunities as well as trade tasters. Classroom-based activities are aimed at developing skills necessary for gaining and maintaining successful employment.



# EDUCATION + TRAINING

## Are you interested in helping children and adults on their education pathways?

We have courses that will enable you to support the education of babies and young children through to teenagers and adults, helping them reach their full potential.

Our certificate and diploma courses will give you knowledge, practical skills and include 'real life' work placements. You will learn to be an early childhood educator, education support professional or vocational trainer and assessor. Our experienced teachers will guide and support you through these programs, which are delivered in a variety of ways to fit in with your work or lifestyle.

This means you'll be able to enter or progress in this growing industry, while doing something very worthwhile and you'll be greatly appreciated for it.

All of these courses will give you a professional qualification recognised throughout Australia. There are also pathways to university when you have completed a diploma course.



### Career opportunities

- Early childhood educator
- Kindergarten assistant
- Outside school hours care educator
- Playgroup supervisor
- Recreation assistant
- Family day care educator/co-ordinator
- Nanny
- Education support worker
- Literacy worker
- Teacher aide
- Early childhood officer or advisor
- Vocational education facilitator or assessor

*and more...*







## **BRIANNA GASS**

### **CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE**

A DREAM to travel to London and work as an au pair has led Brianna Gass to a career in childcare.

Brianna said she had always loved working with kids and she wanted to gain as much knowledge as she could before she signed up to be an au pair on the other side of the world.

She started the Certificate III in Early Childhood Education and Care at South West TAFE last year and is now completing her diploma with plans to continue studying education at university.

"I've learnt so much from this course, the training and teachers have been amazing and we felt so prepared for our work placements," she said.

Brianna is now working in the toddler room at Goodstart Early Learning Centre and loves her job.

"I love that we get to follow the progress of the children and watch them grow and watch their skills improve," she said.

She said the theory-based work during her course was great for building knowledge and the practical work and placements were brilliant in gaining real-life experience.

Brianna said South West TAFE's childcare courses were so appealing as on completion students were left with so many options.

"There are so many job opportunities and options for further study. This course can lead you in so many different directions," she said.

## CHILDREN'S SERVICES

### Early Childhood Education

#### **Certificate III in Early Childhood Education and Care** CHC30113 **FREE TAFE**

**LOCATION** Colac, Hamilton, Portland and Warrnambool campuses  
**DURATION** Full-time, 10 months. Two days a week plus work placement  
*Traineeship also available*  
**START DATE** February, July

This qualification is required to gain entry-level employment in the early childhood education and care sector. The course covers the development and care of children from birth to pre-school. You will learn how to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards.

You'll learn practical skills in areas such as first aid, work health and safety procedures, effective interaction with children, providing nutritional food, childhood development, sustainable practices, caring for babies and children up to 12 years and responding to children and young people at risk.

You must complete a minimum of 150 hours of practical placement in a regulated early learning centre as part of this course. This placement is arranged by South West TAFE for you. Once you complete this qualification you may gain direct entry to year two of the Diploma of Early Childhood Education and Care CHC50113.

#### **Diploma of Early Childhood Education and Care** CHC50113 **FREE TAFE**

**LOCATION** Hamilton, Portland and Warrnambool campuses via Smart Classroom\*  
**DURATION** Part-time, 12 months. One evening class per week via Smart Classroom\* and one full-day workshop every second month on campus. Plus work placement two days a week and a three-week leadership placement. *Traineeship also available*  
**START DATE** July

The Certificate III in Early Childhood Education and Care (CHC30113) is a requirement for entry into this course, enabling you to complete this course in one year instead of two years.

This qualification reflects the role of early childhood educators who are responsible for designing, implementing and monitoring curriculum in early childhood education and care services, with an emphasis on play-based learning. You will learn to be a lead educator, who implements an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standards.

You must complete a minimum of 240 hours of practical placement in a regulated early learning centre as part of this course. This placement is arranged by South West TAFE for you.

Following completion of this course you can apply to complete a Bachelor of Education (Early Years) or Bachelor of Education (Primary) with Deakin University. You may apply for Recognition of Prior Learning and receive credits towards your degree.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

**\*SMART CLASSROOM:** the teacher will not always be physically present and may teach via video conferencing. This will alternate between campuses. You will still be required to attend your local campus.

## Education Support

### **Certificate III in Education Support** CHC30213 **FREE TAFE**

**LOCATION** Warrnambool campus and other campuses on demand  
**DURATION** Full-time, 12 months. Two days a week of directed and self-directed study including virtual classes\*. Plus holidays workshops at the Warrnambool campus (other campuses offered on demand) and 100 hours of work placement.  
*Traineeship also available*  
**START DATE** February

The Certificate III in Education Support has become a very popular teacher's assistant course in Australia. It's a nationally-recognised education support course which has a special focus on assisting a teacher in a range of different classroom contexts.

This qualification has been particularly appealing to parents who are looking for a rewarding career that involves assisting a teacher in the classroom and contributing to the overall growth and development of children, while being able to work 'school hours' in order to fit in with looking after their own children. It is also well suited to students who have completed Year 12 and are undertaking a gap year. Additionally, the course provides an excellent grounding for those wishing to study teaching at university. There is a mandatory requirement for you to undertake 100 hours of work placement in a school environment while undertaking your studies.

### **Certificate IV in Education Support** CHC40213 **FREE TAFE**

**LOCATION** Online  
**DURATION** Full-time, 12 months. Two days a week of directed and self-directed study including virtual classes\*. Plus 100 hours of work placement.  
**START DATE** February

This is an exciting career path offering the opportunity to supervise or provide leadership to other education support staff or volunteers. Build on your existing education support skills and knowledge to broaden your career opportunities in a range of education settings. This is an ideal opportunity if you have completed the Certificate III in Education Support or you are currently working in the field.

## TRAINING + ASSESSMENT

### **Certificate IV in Training and Assessment** TAE40116

**LOCATION** Warrnambool campus. Colac, Hamilton and Portland campuses via Smart Classroom\*  
**DURATION** Part-time. Day class: one day a week for 26 weeks.  
Night class: one evening a week for 12 months  
**START DATE** February, April, June

Want to work as a trainer or assessor in the Vocational Education and Training (VET) sector? The Certificate IV in Training and Assessment is the qualification you need!

This course will include formal training in a structured training environment, on-the-job instruction, conducting of workplace assessments, one-on-one training of apprentices, as well as the coaching and mentoring of staff.

**\*VIRTUAL CLASSROOM:**  
a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.



## VCAL PROGRAMS

At South West TAFE we offer a unique, individualised approach to VCAL that is innovative, supportive and engaging. You will engage in integrated programs and have the opportunity to contribute to a pathway that reflects not only personal interests, but employment and industry needs in the local area.

Core units of literacy, numeracy, work-related and personal development skills are offered at foundation, intermediate and senior levels.

A work placement may also form part of these hours at the intermediate and senior levels.

## Youth VCAL Programs

### **Victorian Certificate of Applied Learning (Foundation) VCALFND001**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Full-time, 12 months. Four days a week  
START DATE Apply any time

VCAL Foundation is a great hands-on learning program if you are looking for an alternative to mainstream schooling.

Through a supported environment with small class sizes, you will engage in project-based learning focused on both individual and group interests.

It also allows you to sample a range of careers across various local industries, to help determine your interests and strengths for your chosen career.

### **Victorian Certificate of Applied Learning (Intermediate) VCALINT001**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Full-time, 12 months. Four days a week  
START DATE Apply any time

VCAL Intermediate gives you a chance to experience training and qualification options that best suit your needs and interests. If you want to learn in a supported yet relaxed environment away from mainstream schooling, this program may suit you. VCAL provides practical experiences as well as allowing you to sample a range of careers across various local industries, helping determine your interests and strengths for your chosen career.

### **Victorian Certificate of Applied Learning (Senior) VCALSEN001**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Full-time, 12 months. Four days a week  
START DATE Apply any time

VCAL Senior gives students who want to achieve their senior school certificate the opportunity to choose the qualification options that best suit their needs and interests.

VCAL Senior provides you with hands-on practical experiences as well as skills in literacy and numeracy. You will be guided through a more focused independent learning situation, where work and major projects focus on needs and interests.

You have the opportunity to be involved in community projects. It also allows you to sample a range of careers across various local industries, to help determine your interests and strengths for your chosen career.

**FREE TAFE**

Free TAFE course in 2021, see page 4.



## COURTNEY EARLS

### VICTORIAN CERTIFICATE OF APPLIED LEARNING

A LOVE for history and ancient Egypt is pushing Courtney Earls to continue her studies and learn as much as she can.

Courtney attended Warrnambool College and then Warrnambool Special Development School where teachers put her in touch with South West TAFE. She discovered the VCAL programs at South West TAFE and said they had reignited her interest in learning.

“I was struggling to keep up in mainstream school, but VCAL at TAFE was more relaxed and flexible which really suited me,” she said.

Courtney started her foundation VCAL studies in 2017 and has moved through intermediate VCAL and will complete her senior studies at the end of 2020.

“I really enjoyed the quieter environment and the course really concentrated on getting you ready for employment and further study.

“My prime focus right now is on finishing this year but I can definitely see myself back at TAFE next year,” she said.

Courtney is considering studying education support with the aim of gaining employment at the Warrnambool Special Development School. However, her long-term goal is to study ancient history and archaeology at university.

“I’ve always enjoyed learning about the past and I love science,” she said.

In the mean time Courtney said she was happy to gain some work and continue to keep learning.

## Young Parents VCAL

**Victorian Certificate of Applied Learning (Foundation)** VCALFND001

**Victorian Certificate of Applied Learning (Intermediate)** VCALINT001

**Victorian Certificate of Applied Learning (Senior)** VCALSEN001

LOCATION Warrnambool campus  
DURATION Full-time, one year (per program). Three days a week  
START DATE Apply any time

Young Parents VCAL is a specialised program which is unique to this region. It gives young parents the opportunity to complete their secondary schooling in a supportive and friendly environment. The program has a holistic approach which means the children are in the classroom with you while you complete your work.

A fully-qualified childcare worker provides activities for your children to support their development and learning while you are completing your classwork. The classroom incorporates 'a child-friendly zone' so your children can participate in activities such as role play, painting, reading and adventure play.

This is a hands-on learning program for young parents looking for an alternative to mainstream schooling. Through a supported environment with small class sizes, you will engage in project-based learning focused on both individual and group interests.

## Adult VCAL Programs

**Victorian Certificate of Applied Learning (Foundation) for Adults**  
VCALFND001

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Two days a week.  
START DATE Apply any time

Want to prepare yourself for further study or future employment? The Adult VCAL program is designed for adults aged 17-64, who are early school leavers and have faced significant barriers and want to return to study to complete a senior secondary certificate.

The program works to re-engage you into education, as well as provide a number of 'tasters' for different occupations and workplaces.

## GENERAL EDUCATION

**Certificate IV in Tertiary Preparation** 22313VIC

LOCATION Warrnambool campus and online  
DURATION Part-time, six months. One virtual class\* per week plus a monthly workshop at the Warrnambool campus.  
START DATE March, August

This course will develop your academic reading, writing and research skills, and your ability to use a range of technologies in tertiary learning scenarios. You will learn about the study requirements of higher education programs, and gain a deeper understanding of tertiary application processes. You will also develop your own personal study plan and portfolio to broaden your opportunities with higher education programs.

### FREE TAFE

Free TAFE course in 2021, see page 4.

### \*VIRTUAL CLASSROOM:

a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.



### **Certificate I in General Education for Adults (Introductory) 22476VIC**

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Three days a week  
START DATE Apply any time

This program is the perfect starting point to building on your literacy, numeracy, communication and employability skills. It offers you the opportunity to establish your skills and knowledge to help you be better prepared for further study or employment.

### **Certificate I in General Education for Adults 22472VIC**

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Three days a week  
START DATE Apply any time

This program will develop your literacy and numeracy skills and knowledge to assist you in preparation for employment. Our teachers will work closely with you to build on your current knowledge and abilities to explore further study and employment opportunities.

### **Certificate II in General Education for Adults 22473VIC**

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Two days a week  
START DATE Apply any time

This course will give you the opportunity to enhance and build your existing foundational literacy and numeracy skills for future employment or further study. Upon completion, you will be better prepared for further study or employment.

## **ENGLISH LANGUAGE SKILLS**

LOCATION Warrnambool campus  
DURATION Full-time. Three days a week  
START DATE Apply any time

We offer a range of English as an Additional Language (EAL) programs. Subject to eligibility (visa status), you can study EAL coursework for FREE through the Adult Migrant English Program (AMEP). You can obtain qualifications from accredited coursework to support your pathway into future vocational training or higher education courses. You will be able to improve your speaking, pronunciation, listening, reading and writing skills.

# Do you have a passion for working in the fast-paced world of food and hospitality?

A career in hospitality, commercial cookery, butchery or bakery can offer you endless opportunities.

Our fully-licensed restaurant, Food Lab, Production Bakery and associated production kitchens serve as practical classrooms so you can gain the skills to be job-ready.

Our trainers will work with you to customise a program to suit you and your employer. All of our training programs can be delivered on-site across Victoria. We are devoted to providing industry-relevant training to all of our butchers, bakers, pastry chefs and chefs.

Our expert trainers will encourage you to master traditional methods and try innovative techniques leaving you fully equipped to work in the industry.



## Career opportunities

- Front of house receptionist
- Food and beverage attendant
- Customer service/sales
- Retail butcher
- Meat boner and slicer
- Kitchen hand
- Chef
- Pastry cook
- Baker
- Caterer

*and more...*

# FOOD + HOSPITALITY





## BEN HEARD

### CERTIFICATE III IN COMMERCIAL COOKERY

A PASSION for cooking kept drawing Ben Heard back to the idea of a career in the hospitality industry.

Ben got his first taste of working in the kitchen when he was at school and got a job washing dishes at Rebecca' Café in Port Fairy.

Washing dishes turned into making cakes, slices and ice-cream at the café before he branched out in a totally different direction.

"I'd finished school and I ended up in a few different jobs. I did a cabinet making apprenticeship and then worked in real estate for 18 months," he said.

During this time Ben had always had a passion for cooking in the back of his mind and when he saw an advertisement for an apprentice at The Pavillion Café, he jumped at it.

Ben started in a role as a kitchen hand before taking on an apprenticeship.

"I absolutely love it. Working in a kitchen has its challenges but it also has so many rewards. I'm proud of what I've achieved.

"I've always had a passion for food but it's the adrenalin rush at service time that I love most," he said.

Ben said he had a desire to continue learning and one day become a head chef.

He said the skills he had learnt at TAFE had set him up so well to feel confident in the kitchen at his workplace.

"I just want to keep learning and become the best apprentice I can be," he said.



## HOSPITALITY + COMMERCIAL COOKERY

### Certificate III in Hospitality SIT30616 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION 9 months. Three days a week plus work placement  
START DATE February, September

This course combines entry level practical skills and relevant theoretical knowledge of the hospitality industry. You will be required to undertake a minimum of 36 hours documented paid or voluntary work in the hospitality industry as part of this course.

After successful completion of this course, you will be qualified for entry level positions in the hospitality industry.

### Certificate III in Hospitality SIT30616 **FREE TAFE** **TRAINEESHIP**

LOCATION Workplace training  
DURATION 12 months  
START DATE Apply any time

This traineeship provides you with the training required to develop your practical skills and experience in a range of front of house hospitality tasks. This course is delivered in the workplace with a time allowance for study and workplace visits from the trainer at least four times a year as well as monthly contact. Trainees also undertake online study to complement their workplace learning and may attend workshops on campus if required.

### Certificate III in Hospitality SIT30616 **FREE TAFE** **WORKPLACE-BASED**

LOCATION Workplace training across south-west Victoria  
DURATION 12 months  
START DATE Apply any time

This course provides existing workers in the hospitality industry with the training required to develop their practical skills and experience to undertake a range of front of house hospitality tasks. This course makes use of your workplace experience and is supported by online study and some workshop delivery.

### Certificate III in Commercial Cookery SIT30816 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION 16 months. Two-and-a-half days a week, including work placement  
START DATE Apply any time

Do you love food and cooking but an apprenticeship is not for you? Commercial Cookery on campus gives you all the industry skills you need in the kitchen - food safety and hygiene, managing supplies and working with others as well as preparing and presenting a wide range of dishes including, meat, seafood, poultry, cakes, bread, desserts, salads, pasta, rice, soups and appetisers.

You will develop a wide range of well-developed cookery skills and sound knowledge of kitchen operations to prepare food and menus. Using discretion and judgement, you will learn to work with some independence and under limited supervision using plans, policies and procedures to guide your work activities.

This qualification provides a pathway to work as a commercial cook in organisations such as restaurants, hotels, clubs, pubs, cafés, and coffee shops. You may also decide to run your own business such as a food van or market stall.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

### **Certificate III in Commercial Cookery** SIT30816 **APPRENTICESHIP**

LOCATION Warrnambool campus and workplace training  
DURATION Three years  
First year: workshops every second Tuesday (9am-4pm)  
Second and third years: workshops every second Monday (9am-4pm)  
START DATE Apply any time

This course teaches you the wide range of cookery skills required by commercial cooks. You will learn sound knowledge of cooking and kitchen operations as well as discretion and judgement. Commercial cooks work independently and under limited supervision, and at times they provide operational advice and support to other team members.

## **RETAIL BAKING**

### **Certificate III in Baking** FBP30517 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Up to three-and-a-half years  
START DATE Apply any time

The Certificate III in Baking will give you all the necessary skills and knowledge to work as a baker in a retail or wholesale bakery, or in a commercial kitchen. As an apprentice, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker.

Depending on the workplace apprentices may be required to attend three to six days per year of on-campus workshops to complete their training.

### **Certificate III in Bread Baking** FBP30417 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Up to three years  
START DATE Apply any time

Become a specialist bread baker with a Certificate III in Bread Baking. You will gain the skills and knowledge to prepare and bake a variety of bread for sale in the retail sector. As an apprentice, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker.

### **Certificate III in Cake and Pastry** FBP30317 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Up to three years  
START DATE Apply any time

This course will teach you to bake sponges, cakes, biscuits and pastries, including the preparation of fillings, for work in the retail baking sector. As an apprentice, you will be given the opportunity to put this knowledge into practice in the workplace, gaining hands-on skills and experience as a retail baker in cake and pastry.

## MEAT PROCESSING + RETAILING

### **Certificate II in Meat Processing (Food Services)** **FREE TAFE** **TRAINEESHIP** AMP20117

LOCATION Workplace training  
DURATION 12 months  
START DATE Apply any time

This course provides an overview of the meat industry and develops the essential skills to work in a butcher or meat processing retail setting. Trainees in the work place will increase their knowledge of customer service, processing sales, following safe work policies and storing and preparing meat products including specialty meat cuts, gourmet meat and bulk value-added products.

### **Certificate III in Meat Processing (Food Services)** AMP30216 **TRAINEESHIP**

LOCATION Workplace training  
DURATION Up to two years  
START DATE Apply any time

This qualification covers work activities undertaken by anyone in meat enterprises who undertakes specialised services, such as preparing specialty meat cuts, gourmet meat, bulk value-added products and providing meat preparation customer service.

### **Certificate III in Meat Processing (Retail Butcher)** AMP30815 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Up to four years  
START DATE Apply any time

This apprenticeship will give you the skills and knowledge to work as a butcher in a range of settings, from the local butcher shop to farmers' market stalls and supermarket meat departments. During this course, you will learn how to cut, price, display and sell meat to the public.

### **Certificate IV in Meat Processing (Meat Safety)** AMP40516

LOCATION Workplace training  
DURATION One to two years  
START DATE Expressions of Interest

This course gives you the skills and knowledge to work as a meat inspector in an abattoir. This qualification covers work activities undertaken by meat inspectors in meat processing enterprises, usually at export processing plants.

**FREE TAFE**

Free TAFE  
course in 2021,  
see page 4.



## LABORATORY TECHNIQUES

### **Certificate IV in Laboratory Techniques** MSL40118

LOCATION    Workplace training  
DURATION    Two years  
START DATE    Expressions of interest

Develop your practical skills and knowledge with this Certificate IV in Laboratory Techniques. Learn how to take measurements with scientific equipment, carry out experiments, record results and present them for critical analysis. You'll also learn about OHS and safe laboratory practice both in the field and in a laboratory.

# Pure Hair, Beauty and Wellness Academy

Pure Hair, Beauty and Wellness Academy is our hairdressing, barbering, beauty and massage therapy training facility located at our Warrnambool campus.

The fully-functioning hair and beauty salon and massage clinic – complete with industry-specific equipment and product ranges – provide our students with modern facilities for a real-life industry experience with regular salon clientele.

Pure Living Hair and Beauty and Pure Living Barber Shop are our newest salons located at Lyndoch Living. They offer students additional opportunities to deliver services at an industry standard while focusing on client communication skills with the outlook to maximise employment opportunities.

## Let your passion for creativity guide your career.

Jobs in the beauty sector are expected to increase by more than 25 per cent in the next four years, so now is the perfect time to join an energetic and vibrant industry that specialises in making people feel good.

In our hands-on practical courses, our expert trainers will assist you to master your skills to meet the growing needs of the hair, barbering, beauty and massage industry, ensuring you are job-ready when you graduate. Our training includes free workshops incorporating the latest products and trends through our established network of industry connections to help you gain the confidence to succeed in your chosen career.

So whether it's hairdressing, barbering, beauty therapy, or massage therapy, we have a course and career to suit you.



## Career opportunities

- Beauty therapist
- Hairdresser
- Barber
- Salon assistant
- Massage therapist
- Salon manager

*and more...*

# HAIR, BEAUTY + MASSAGE



HAIR, BEAUTY &  
WELLNESS ACADEMY



## ERIN KEEGAN

### DIPLOMA OF BEAUTY THERAPY

ERIN Keegan always knew she wanted to help people feel better but she wasn't sure in what capacity until recently.

Erin was studying nursing at university and loved the course content but realised she didn't love the work placements.

"I'd always had a passion for beauty so I quit uni and enrolled at South West TAFE in the same day.

"When I started studying at TAFE it became clear that my way to help people wasn't through nursing but was through beauty," she said.

Erin studied the Certificate III in Beauty Therapy and nail technology units before moving on to her diploma.

"I absolutely loved the science side of the course so I then decided to go back to study a Bachelor of Dermal Science at Victoria University," she said.

Erin said she gained credits from her diploma which enabled her to reduce her degree by a full year.

When she completes her bachelor degree, Erin has plans to continue to study medicine with an idea to move into plastics or dermatology fields.

Erin said she was so happy to have found her way to TAFE and the skills she had learnt had been so helpful in her further studies.

"The beauty course at TAFE was a way better fit for me and this is exactly what I want to do. I just want to continue to help people," she said.





## BEAUTY

### Certificate III in Beauty Services SHB30115

LOCATION Warrnambool campus  
DURATION Three days a week for six months  
START DATE February, July

If you love all things beauty related then this course is for you. In this hands-on course you will learn a variety of skills and knowledge to become a professional beautician capable of providing a range of beauty services including: nail services, waxing, lash and brow treatments, tanning, make-up application and lash extensions. The Certificate III in Beauty Services at South West TAFE will allow you to get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy salon along with some virtual classes\*.

### Certificate III in Beauty Services SHB30115 **TRAINEESHIP**

LOCATION Workplace training  
DURATION Two years  
START DATE Apply any time

This qualification will provide a trainee with the skills and knowledge to successfully apply a range of beauty services within a salon. While being guided by Pure Academy's highly experienced teachers, you will learn how to safely and effectively provide clients with quality nail, waxing, tanning, lash and brow and make-up services.

### Certificate IV in Beauty Therapy SHB40115

LOCATION Warrnambool campus  
DURATION February: Full-time, nine months. Four days a week  
July: Full-time, 12 months. Three days a week  
START DATE February, July

Jobs in the beauty sector are expected to increase by more than 25 per cent in the next four years so why not start your career now? This course focuses on providing you with the skills to become a confident beauty therapist and to provide a variety of beauty treatments and services, including lash and brow treatments, eyelash extensions, nail services, facial treatments, make-up application, body massage, body treatments, aromatherapy massage and waxing.

You will gain valuable hands-on experience working in the Pure Academy salon along with some virtual classes\* during your course and have access to free workshops with our reputable industry partners.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

#### **\*VIRTUAL CLASSROOM:**

a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.

### Certificate IV in Beauty Therapy SHB40115 **TRAINEESHIP**

LOCATION Workplace training  
DURATION Full-time, three years  
START DATE Apply any time

A trainee undertaking the Certificate IV in Beauty Therapy will not only learn to safely and effectively provide clients with quality nail, waxing, tanning, lash, brow and make-up services, but they will also further their beauty industry knowledge to include facial services, body treatments and massage.

Along with on-the-job direction, you will be expertly guided by Pure Academy's industry specialists ensuring you receive the knowledge and practical direction required to become a valuable member of a beauty salon or spa.

## **Diploma of Beauty Therapy** SHB50115

LOCATION Warrnambool campus  
DURATION Full-time, 12 months. Four days a week  
START DATE February

This comprehensive beauty course will give you the skills and confidence to work in a variety of beauty areas including day spas, resorts and retreats. You will learn a wide variety of beauty services including spa services, specialised facial treatments, body treatments, body massage, hot stone therapy, aromatherapy massage, waxing, lash and brow treatments, nail services, make-up and eyelash extensions.

In consultation with our industry partners, you will have the opportunity to undertake work placement as part of your course, gaining invaluable experience in a professional environment. You will also get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy salon along with some virtual classes\*. You will go on an excursion to a leading day spa along with free access to up-to-date workshops with our industry partners.

## **HAIR**

### **Certificate III in Hairdressing** SHB30416

LOCATION Warrnambool campus  
DURATION Full-time, 14 months. Four days a week. Part-time study options available  
START DATE February, July

This rewarding, creative course gives you the opportunity to enter the hairdressing industry with confidence, passion and flair. Working hands-on in our Pure Academy salon, you will learn all aspects of hairdressing including cutting, colouring and styling along with free access to up-to-date workshops with our industry partners. Along with some virtual classes\*, you will also have the chance to work in the Pure Living Hair and Beauty Salon located at Lyndoch Living, gaining additional salon experience to become a confident stylist.

### **Certificate III in Hairdressing** SHB30416 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Full-time, three years. Part-time, six years  
START DATE Apply any time

As an apprentice undertaking the Certificate III in Hairdressing you will develop a range of sales, consultation and technical skills and knowledge to provide a broad range of hairdressing services to clients. These services include hair and scalp treatments, hair cutting, hair design, colouring and lightening, protein straightening and hair extensions. You will be guided by our highly experienced teachers one day week or during block release in the Pure Academy.

## BARBERING

### Certificate III in Barbering SHB30516

LOCATION Warrnambool campus  
DURATION Full-time, 10 months. Three days a week  
START DATE February, July

This rewarding, creative course will give you the opportunity to enter the barbering industry with confidence, passion and flair.

Working hands-on in our salons you will learn all aspects of barbering including cutting, men's grooming, shaving heads and faces, maintaining beards and moustaches, along with access to up-to-date workshops with our industry partners. Along with some virtual classes\* you will also have the chance to work in the Pure Living Barber Shop located at Lyndoch Living, gaining additional experience to become a confident barber.

### Certificate III in Barbering SHB30516 **APPRENTICESHIP**

LOCATION Workplace training  
DURATION Full-time, three years  
START DATE Apply any time

This apprenticeship allows you to gain hands-on skills and experience while working in the industry. You will learn all aspects of barbering including cutting, men's grooming, shaving heads and faces, maintaining beards and moustaches.

During this apprenticeship you will also develop a range of sales, consultation and technical skills and knowledge to provide a broad range of barbering services to clients.

## MAKE-UP

### Certificate III in Make-up SHB30215

LOCATION Warrnambool campus  
DURATION Full-time, six months. Three days a week  
START DATE July

If you love make-up as much as we do, come and explore the world of make-up artistry in this nationally-recognised and comprehensive course. Along with the basic principles of make-up application, skills covered include airbrush make-up, remedial camouflage make-up, creative make-up and session styling – a collaboration of hair and make-up to produce creative and innovative looks. This course is ideal for those wanting to gain employment as make-up artists and to apply their skills across the beauty, fashion, media and entertainment industries. You will also have access to free workshops with our reputable industry partners.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

#### **\*VIRTUAL CLASSROOM:**

a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.



## MASSAGE

### **Certificate IV in Massage Therapy** HLT42015

LOCATION Warrnambool campus  
DURATION February: Full-time, six months. Three days a week including mandatory massage clinic.  
July: Part-time, 12 months  
START DATE February, July

Begin a rewarding career in massage with the Certificate IV in Massage Therapy. Learn a wide variety of massage techniques, assessment and skills in a practical, hands-on environment plus some virtual classes\*. You will obtain skills required for employment as a massage therapist in a variety of different work environments and skills in running your own business. The Certificate IV in Massage Therapy can be a stepping stone into the Diploma of Remedial Massage.

### **Diploma of Remedial Massage** HLT52015

LOCATION Warrnambool campus  
DURATION February: Full-time, 12 months. Three days a week including mandatory massage clinic.  
July: Part-time, 18 months  
START DATE February, July

Begin a rewarding career in massage or further develop your skills and qualifications with the Diploma of Remedial Massage. You will learn a wide variety of remedial massage techniques and athlete-related skills as well as how to assess clients presenting with soft tissue dysfunction, musculoskeletal imbalance or restrictions in range of motion. You will learn in a practical, hands-on environment plus some virtual classes\*. This course enables you to obtain the skills required for employment as a remedial massage therapist in a variety of different work environments, including running your own business.

The Pure Academy massage clinic component also provides invaluable practical hands-on workplace experience in a supervised setting, allowing you to develop confidence and integration of various techniques as you learn to assess and treat clients.

## NAIL TECHNOLOGY

### **Certificate III in Nail Technology** SHB30315

LOCATION Warrnambool campus  
DURATION Full-time, six months. Two-and-a-half days a week  
START DATE February

The Certificate III in Nail Technology offers a perfect introduction to the world of nails. This course covers a combination of practical skills and business related training to help you become a skilled and confident nail technician. You will learn manicure and pedicure services, including

the application of acrylic and gel nails, the use of electric file equipment and you will also learn some of the latest trends in advanced nail art. At South West TAFE you will get essential hands-on practice in a real salon environment in our dynamic and vibrant Pure Academy Salon. You will also have access to free workshops with our reputable industry partners.

## Do you love keeping up to date with the latest trends in technology?

If so, a career in information technology could be for you.

Careers in this field are changing and developing so quickly that half of the jobs 30 years from now will be in industries that don't currently exist.

No matter where future job trends emerge, IT is bound to be a central component, so if this is your passion, now is the time to get started on your path to a rewarding career.

There is a growing need among businesses to have IT support and progression. This means more job prospects, so you could take your passion for this growing industry and turn it into a career you love.

### **Certificate III in Information, Digital Media and Technology** ICT30118 ⑤

LOCATION Warrnambool campus  
DURATION Full-time, eight months. Three days a week  
START DATE February

This qualification provides the skills and knowledge for you to be competent in a wide range of general information and communications technology (ICT) technical functions. Skills covered include computer game programming, building websites, IT security and more. This course will assist you to be able to achieve a degree of self-sufficiency as an advanced ICT user.

⑤ Note: course updates occurring

### **X** Career opportunities

- ICT support officer
- Help desk officer
- Network/web officer
- ICT operations officer

*and more...*



## **JOSH HICKS**

### **CERTIFICATE III IN INFORMATION, DIGITAL MEDIA AND TECHNOLOGY**

JOSH Hicks is in the perfect place to work towards a career teaching information technology.

He is currently studying a Certificate III in Information, Digital Media and Technology and at the same time he's working at South West TAFE in the ICT department.

Since completing his VCAL studies in 2019 Josh initially volunteered at South West TAFE's Centre for Technology and Innovation before gaining a casual position.

In this role he helped to support classes in incorporating technology into their learning. He then moved into a role assisting teachers with remote learning by creating videos and providing technical assistance to both teachers and students using Webex for virtual classes.

"It has definitely opened my eyes to the different ways having skills in this area can help people," he said.

He said his studies and work at SWTAFE had ignited a passion in the information technology industry and cemented his idea to gain the skills to teach in that field.

Josh is now working towards furthering his study and one day gaining a Certificate IV in Training and Assessment enabling him to teach what he loves.

He said he was so thankful for deciding to study at SWTAFE after suffering from anxiety early in his school years.

"Thanks to the teachers and support staff I was able to overcome my anxiety. I was able to see what options were open to me and look to the future," he said.

# MARITIME

**If a career on the water is something you dream of, then this is the place to start.**

With a vast coastline at our back door, we can help make your dream a reality by giving you a qualification that is recognised Australia wide.

Do you have a passion for commanding a commercial marine vessel? Our masters qualifications can give you the licences you require to turn your passion into a career.

Our courses give you hands-on experience which will provide you with all of the required skills to gain a job in the maritime industry.



## Career opportunities

- Coxswain
- Skipper
- Marine engine driver

*and more...*







## MATTHEW SMITH

### CERTIFICATE III IN MARITIME OPERATIONS

MATTHEW Smith wants the younger generation of fishermen to step up and gain qualifications in the profession he has grown up in and loves.

Matthew has always worked in the fishing industry but has only recently gained his Master 5 and Marine Engine Drivers qualifications through South West TAFE.

"I have always loved working in this industry but I thought it was time to step up and get the training to feel comfortable taking the reins and start driving.

"It's something I've been meaning to get around to for ages and having the course right here in Portland was so good," he said.

Matthew works for a local fishing company and spends his days working across three different cray and shark boats.

His work can have him at sea for 10-12 days at a time but now with a young family Matthew enjoys shorter day trips from Portland.

Matthew said he loved the training he received at South West TAFE which consisted of more than just sitting in a classroom looking at books.

"The teachers were awesome. I got so much out of it," he said.

Matthew now has plans to continue his studies one day to gain the qualification needed to drive a tug boat.

He said he loved what he was doing and encouraged the younger generation of fishermen to step up and get extra training.

## **Certificate I in Maritime Operations (Coxswain Grade 2 Near Coastal)** MAR10418

LOCATION Portland campus  
DURATION Full-time, six months. Two one-week blocks on campus plus further self-directed study online  
START DATE Apply any time

Our Coxswain Grade 2 training course gives you the ability to command and operate a vessel in Australian inshore waters. Coxswain Grade 2 Near Coastal certification allows you to operate a vessel up to 12 metres in length and propulsion power limited to <100kW for an inboard engine and unlimited for outboard.

## **Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal)** MAR20318

LOCATION Portland campus  
DURATION Full-time, one year. On-campus classes during June, July and August. Plus workplace tasks and assessment throughout the course.  
*Traineeship also available*  
START DATE Apply any time

This qualification gives you the skills to work as a Coxswain Grade 1 Near Coastal in the maritime industry and:

- command a commercial marine vessel
  - up to 12 metres in length
  - with propulsion power that is unlimited for an outboard engine or up to 500 kW for an inboard engine.
- carry passengers on this vessel
  - inshore, or
  - as a tender or auxiliary vessel within three nautical miles (nm) of a parent vessel within the Exclusive Economic Zone (EEZ).

## **Certificate II in Maritime Operations (Marine Engine Driver Grade 3 Near Coastal)** MAR20418

LOCATION Portland campus  
DURATION Full-time, one year. 15 eight-hour workshops throughout the duration of the course plus further self-directed study online  
START DATE Apply any time

This qualification gives you the skills to work in the maritime industry operating as chief engineer on vessels with propulsion power up to 500kW and second engineer on vessels with propulsion power up to 750kW, in the Exclusive Economic Zone (EEZ).

### **FREE TAFE**

Free TAFE course in 2021, see page 4.

**Certificate III in Maritime Operations (Marine Engine Driver Grade 2 Near Coastal) MAR30818**

LOCATION     Portland campus  
DURATION     Full-time, one year. On campus classes during June, July and August.  
                 Plus workplace tasks and assessment throughout the course.  
                 [Traineeship also available](#)  
START DATE     Apply any time

This qualification gives you the skills to work in the maritime industry operating as chief engineer on vessels with propulsion power up to 750 kW and second engineer on vessels with propulsion power up to 1500 kW in the Exclusive Economic Zone (EEZ).

**Certificate III in Maritime Operations (Master Inland Waters) MAR31018**

LOCATION     Portland campus  
DURATION     Full-time, one year. On campus classes during June, July and August.  
                 Plus workplace tasks and assessment throughout the course  
START DATE     Apply any time

This qualification gives you the skills to work in the maritime industry as a master inland waters on commercial vessels up to 24 metres in length.

**Certificate III in Maritime Operations (Master Up to 24 Metres Near Coastal) MAR30918**

LOCATION     Portland campus  
DURATION     Full-time, one year. On campus classes during June, July and August plus workplace tasks and assessment throughout the course  
                 [Traineeship also available](#)  
START DATE     Apply any time

This qualification gives you the skills to work in the maritime industry as a master on commercial vessels up to 24 metres in length within the Exclusive Economic Zone (EEZ).

# NURSING, HEALTH + COMMUNITY SERVICES

## Would you like to turn your passion for caring for people into a career?

The rapidly growing health and community services industry employs more than half a million people and this number is expected to rise. Now is the perfect time to build yourself a rewarding and personally satisfying new career. Your training, care and compassion could make a real difference to those in need of support.

A career in the health and community services industry can lead you anywhere from disability support and nursing, to Indigenous healthcare or aged care.

Our trainers will provide you with the skills and knowledge to get you ready for a career in this booming industry.

All of our courses will give you a professional qualification recognised throughout Australia.



### Career opportunities

- Case manager
- Family service worker
- Enrolled nurse
- Aged care worker
- Disability support worker
- Family support worker
- Community services worker
- Child protection worker
- Domestic family violence support worker
- Drug and alcohol counsellor
- Mental health support worker

*and more...*







## KRISTY WILKINSON

### CERTIFICATE IV IN CHILD, YOUTH AND FAMILY INTERVENTION

MAKING the career change from hospitality to youth residential care work was a decision Kristy Wilkinson wished she had made years ago.

"I love what I'm doing right now and I really feel like I've found my niche," she said.

Kristy left school in year nine and had worked in the hospitality industry for 20 years before becoming a mother in 2016. She said she reached a point where she felt lost and wanted to do something different with her life.

"I just didn't know how to go about making that change without a qualification so with the encouragement of some friends who worked in the community services sector I attended an information session at South West TAFE," she said.

From there Kristy enrolled in the Certificate IV in Child, Youth and Family Intervention and hasn't looked back since.

"I always felt like I wanted to work with youth but I wasn't sure in what aspect," she said.

She said she gained great support and advice from her teacher and family who encouraged her to apply for a casual position as a residential care worker.

Kristy was successful in gaining that position before she even finished her studies and is now aiming to gain permanent employment.

"I love working with young people, engaging with them and hearing their stories. I should have done it 10 years ago," she said.

## COMMUNITY SERVICES

### Certificate III in Community Services CHC32015 **FREE TAFE**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Full-time, nine months. Three days a week via virtual classroom\* plus monthly face-to-face workshops on campus  
START DATE Apply any time

This qualification provides an entry point to community services to work under supervision. Graduates may find work in community service organisations, however the Certificate III in Community Services is intended as a pathway course to further qualifications.

### Certificate IV in Child, Youth and Family Intervention CHC40313 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION 15 months. Two days a week  
*Traineeship also available*  
START DATE February, July

This qualification reflects the role of those who work in youth and family intervention, including practice specialisations in residential and out-of-home care, family support and early intervention. Workers operate under a broad supervision framework and within clearly defined organisational guidelines, service plans and position specifications.

### Diploma of Community Services CHC52015 **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, two years. Three days a week, including some evening classes  
START DATE February (day and evening classes)  
APPLICATION Selection by group interview

This qualification gives you the tools and knowledge needed to provide a range of services and interventions to clients within the community services sector. This course includes industry experience where you will gain knowledge and skills working with individuals, groups and whole communities, through more than 400 hours of work placement. This is an Australian Community Workers Association (ACWA) accredited course. This course offers a wide range of employment opportunities upon graduation in a large range of contexts.

### Course in Identifying and Responding to Family Violence Risk 22510VIC

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Part-time, five weeks. Five three-hour sessions from 5.30pm to 8.30pm and five tutorials via virtual classroom\*. Plus self-directed study (18 hours)  
START DATE Apply any time

This accredited training program is designed to help community service workers provide an initial response to the family violence risk they encounter. You'll learn to identify and respond to the risk of family violence and gain the key skills required for screening, risk assessment, risk management, information sharing and referral.

It is suited to workers who do not have family violence as the core function of the position, but encounter people who experience or use family violence through interactions in their role.

#### **FREE TAFE**

Free TAFE course in 2021, see page 4.

**\*VIRTUAL CLASSROOM:** a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.

## DISABILITY

### **Certificate IV in Disability** CHC43115 **FREE TAFE**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Full-time, one year. Two days a week  
*Traineeship also available*  
START DATE February, July

This qualification reflects the role of workers in a range of community settings and clients' homes, who provide training and support in a manner that empowers people with disabilities to achieve greater levels of independence, self-reliance, community participation and wellbeing. Workers promote a person-centred approach, work without direct supervision and may be required to supervise and/or coordinate a small team. This course includes industry experience with 120 hours of work placement.

### **Course in Introduction to the National Disability Insurance Scheme** 22469VIC **FREE TAFE**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Part-time, six weeks. One day a week  
START DATE Expressions of interest are currently being taken. This course will run depending on numbers

This course is for people new to the disability sector and provides a pathway to further qualifications. It provides an overview to direct support work, the National Disability Insurance Scheme (NDIS) and working with an NDIS participant. This accredited unit may be utilised as an elective in several other community service qualifications.

## INDIVIDUAL SUPPORT

### **Certificate III in Individual Support** CHC33015 **FREE TAFE**

LOCATION Colac, Hamilton, Portland and Warrnambool campuses  
DURATION Nine months. Two days a week  
*Traineeship also available*  
START DATE Colac, Hamilton and Portland: February, July  
Warrnambool: February, April, July, October

The Certificate III in Individual Support (formerly Aged Care and Home and Community Care) is an entry-level qualification to work within the aged care, disability or home and community care sectors. This course gives you practical experience in providing person-centred support to people who may require it due to ageing, disability or illness. This course includes 120 hours of work placement.

## NURSING

### Diploma of Nursing HLT54115 **FREE TAFE**

LOCATION Hamilton and Warrnambool campuses  
DURATION Full-time, two years. Three days a week  
START DATE February  
APPLICATION Compulsory information session, literacy and numeracy assessment and interview

The Diploma of Nursing provides the skills and knowledge to work as a competent enrolled nurse, working within their scope of practice to provide quality nursing care in a variety of community and healthcare settings.

Successful completion of this course leads to registration with the Australian Health Practitioner Regulation Agency (AHPRA). This course includes industry experience with 440 hours of work placement.

The Nursing and Midwifery Board of Australia (NMBA) has introduced an admission requirement that assesses a student's English language skills. View the English language skills requirements on the Registration Standards page of the Nursing Midwifery Board website.

This English language requirement must be demonstrated prior to entry into the Diploma of Nursing and you will be asked to complete documentation during the application process.

As the qualification also leads to registration with the Australian Health Practitioner Regulation Agency (AHPRA), applicants are also expected to comply with all the requirements set by AHPRA upon graduation. Visit the AHPRA website for the English Language Skills and Criminal History Registration Standards on the Registration Standards page.

## INFECTION CONTROL

### Infection Control Skill Set (Retail) HLTSS00065

### Infection Control Skill Set (Food Handling) HLTSS00066

### Infection Control Skill Set (Transport and Logistics) HLTSS00067

LOCATION Workplace training and online  
DURATION Part-time, four weeks. Two-hour induction via virtual classroom\*, then self-paced online study over four weeks followed by workplace assessments.  
START DATE Apply any time

This course is designed for Victorian residents looking to gain health and hygiene knowledge that can be applied in their roles, preventing the spread of COVID-19.

Participants will gain a thorough understanding of how infections are spread, ways of preventing the spread of infection and how to protect yourself and others.

**FREE TAFE**

Free TAFE course in 2021, see page 4.

**\*VIRTUAL CLASSROOM:** a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.

## SPORT + RECREATION

### Certificate III in Sport and Recreation SIS30115 **TRAINEESHIP**

LOCATION Workplace training  
DURATION One year  
START DATE Apply any time

This traineeship will give you the opportunity to work full-time and complete a practical work placement in the sport and recreation field, providing you with skills to work in the recreation and education industry.





## HILLARY LAFFERTY

### DIPLOMA OF COMMUNITY SERVICES

WORK at a Warrnambool law firm inspired Hillary Lafferty into a career change in the community services sector.

“I was working in administration and accounts at Dwyer Robinson when I came into contact with a youth worker. We got chatting and her work sounded so interesting,” she said.

Hillary said the Diploma of Community Services course at South West TAFE was recommended by a friend and she hasn’t looked back since. While she was studying she gained employment at The Foyer, an integrated learning and accommodation setting for young people who are at risk of homelessness. Hillary then moved to a role at Brophy and now works in the organisation’s youth housing support team.

Hillary loves working in the industry so much that she has just started a Bachelor of Social Work at Deakin University and was awarded a Deakin University Pathways Award at South West TAFE’s Graduation and Awards ceremony in March.

“I got so much extra confidence from my studies at TAFE. My time at TAFE made me realise I was on the right track for further studies and life,” she said.

Next year Hillary is hoping to combine her two passions and has applied for an Equine Assisted Therapy course.

“My long-term goal is to open my own equine assisted therapy business but right now I’m just loving what I do and learning as much as I can,” she said.

# TRAVEL + TOURISM

## Let a qualification in tourism be your ticket to see the world.

If you love travelling and sharing your experiences, why not consider making a career out of it?

The tourism industry is strong and directly employs more than half a million people and it's expected to get even bigger.

With the Great Ocean Road right on our doorstep, you're in the perfect location to become immersed in the tourism industry.

Our passionate and dedicated teachers will guide you through full-time and part-time courses covering marketing, travel, tourism and general operations.

We offer certificate and diploma qualifications giving you a professional qualification recognised throughout Australia.



### Career opportunities

- Holiday parks and resort manager
- Travel consultant
- Cruise consultant
- Reservations sales agent
- Tour guide
- Visitor information services

*and more...*







## SEAN O'KEEFFE

### CERTIFICATE III IN TOURISM

SEAN O'Keeffe thanks his traineeship and studies with South West TAFE for his new-found confidence and passion for the tourism industry.

Sean completed a Certificate III in Tourism traineeship at the Warrnambool Visitor Information Centre and said he loved the skills he learnt along the way.

He said he had learnt to step out of his comfort zone and take on new challenges which included speaking to large groups about his traineeship with the hope of inspiring others to follow the same path.

"I learnt to become better at public speaking and ended up speaking to a few different large groups and also produced weekly videos promoting upcoming events," he said.

Sean was awarded the 2019 Trainee of the Year at South West TAFE's annual Graduation and Awards ceremony in March 2020 and said the skills he learnt during his studies would help him in whatever path he took in the future.

He said his traineeship had given him the confidence to follow his dream and join the Australian Army.

"Joining the Army has always been on my mind and the current pandemic made me realise that now was the perfect time to give back to my country," he said.

He said tourism would remain a passion and was sure it was an industry he would find his way back to in the future.

## **Certificate III in Tourism SIT30116** **FREE TAFE**

LOCATION Warrnambool campus  
DURATION Full-time, one year. Three days a week  
START DATE February

The Certificate III in Tourism teaches you to use a range of well-developed tourism service, sales or operational skills and gives you sound knowledge of industry operations to coordinate tourism services.

This qualification provides the skills to work in many travel and tourism roles for a diverse range of employers including travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres, accommodation and other tourism businesses.

## **Certificate III in Tourism SIT30116** **FREE TAFE** **WORKPLACE-BASED**

LOCATION Workplace training across south-west Victoria  
DURATION Full-time, one year  
START DATE Apply any time

Working in the travel and tourism industry and want to develop your skills and knowledge?

This workplace-based course will provide you with training to develop your service, sales and operational skills and gives you sound knowledge of industry operations to coordinate tourism services. We will work with you to build on your existing skills and knowledge from working within the industry. The course is delivered as a combination of workshops, online delivery and workplace assessments.

## **Certificate III in Tourism SIT30116** **FREE TAFE** **TRAINEESHIP**

LOCATION Workplace training  
DURATION Full-time, one year  
START DATE Apply any time

This traineeship is the perfect starting place for you to begin your career in the travel and tourism industry. You will develop a broad range of skills and knowledge of the industry operations to coordinate travel or tourism services. We offer training to a diverse range of employers through a combination of on-the-job training and workplace visits from our trainers.

## **Certificate IV in Travel and Tourism SIT40116**

LOCATION Warrnambool campus  
DURATION Full-time, eight weeks.  
START DATE January

Completed the Certificate III in Tourism SIT30116 and looking to upgrade your qualification?

This course allows you to easily upgrade your current qualification to a Certificate IV in just six weeks. It consists of five units that will develop your skills in interpreting financial information, coaching others, managing conflict, customer service and understanding health and safety.

You must have completed the Certificate III in Tourism SIT30116 to be eligible to enrol in this course.

### **FREE TAFE**

Free TAFE course in 2021, see page 4.

**\*SMART CLASSROOM:** the teacher will not always be physically present and may teach via video conferencing. This will alternate between campuses. You will still be required to attend your local campus.



## **Diploma of Travel and Tourism Management SIT50116**

LOCATION Warrnambool campus via Smart Classroom\*

DURATION Full-time, nine months. Two days a week

START DATE February

Experienced in the travel and tourism industry and want to take your career to the next level?

During this course, you will build on your existing skills in managing and coordinating travel and tourism operations. It will provide you a pathway to work in many travel and tourism industry sectors as a departmental or small business manager. The diversity of employers includes travel agencies, tour wholesalers, tour operators, inbound tour operators, tourist attractions, visitor information centres, and other tourism businesses.

You must have completed the Certificate IV in Travel and Tourism SIT40116 to be eligible to enrol in this course.

# short courses at SWTAFE



## AGRICULTURE

- Agvet Chemical Users Course\*
- Agvet Chemical Users Course Refresher
- Cups On Cups Off\*
- Operate and Maintain Chainsaws\*
- Operate Quad Bikes\*
- Operate a Side by Side Utility Vehicle\*
- Tractor and Front End Loader Operations\*



## ARTS

- Introduction to Studio Arts



## BUILDING + CONSTRUCTION

- Construction Induction Card\*
- Work Safely at Heights\*

## PROFESSIONAL EDUCATION

- Trainer Presentation Skills\*



## CIVIL CONSTRUCTION

- Traffic Management\*
- Traffic Management Refresher
- Conduct Civil Construction Excavator Operations\*#
- Conduct Civil Construction Wheeled Front End Loader Operations\*#
- Install Trench Support\*
- Conduct Roller Operations\*#
- Conduct Civil Construction Skid Steer Loader Operations\*#



## ELECTRICAL

- Grid Connect PV Installer\*
- Registered Electrical Contractors Commercial\*
- Restricted Electrical Worker's Licence\*
- Testing and Tagging of Portable Electrical Equipment



## ENGINEERING

- Computer Aided Manufacturer (CAM)\*
- Introduction to Welding
- Pneumatics and Hydraulics\*
- Using SolidWorks for 3D Design
- Welding Ticket/Certificate – Ticket 3E, 4, 7, 8F or 8G

Our short courses are easy to fit into your busy lifestyle.

For any short course enquiries please email [short.courses@swtafe.edu.au](mailto:short.courses@swtafe.edu.au) or call 1300 648 911.



### FOOD + HOSPITALITY

- Coffee Making
- Responsible Service of Alcohol
- Safe Food Handling\*
- Food Safety for Supervisors\*

### GET READY FOR WORK

- Employability Skills Training - Build U
- Employability Skills Training - Brand U
- Emerging Graduates Program



### HEALTH + WELLBEING

- Counselling Skills - Grief and Loss
- Introduction to Basic Counselling
- Stress Management
- Introduction to Art Therapy
- Standard Mental Health First Aid
- Provide CPR\*
- Provide First Aid\*
- Medical Terminology\*
- Aboriginal & Torres Strait Islander Mental Health First Aid
- Introduction to Meditation



### HAIR, BEAUTY + MASSAGE

- Cosmetic Spray Tanning\*
- Intimate Female Waxing\*
- Eyelash Extensions\*
- Make-up Artistry\*
- Professional Waxing Treatments\*
- Professional Lash and Brow Tinting\*
- Hot Stone Therapy Massage\*
- Indian Head Massage\*
- Pierce Ears Workshop
- Advanced Art Nail Design Workshop
- Nail Enhancement Refresher Course
- Henna Brows Workshop
- Lash Lift Workshop
- Cupping Therapy Workshop
- Functional Release Cupping



### HIGH RISK WORK LICENCES

- Licence to Operate a Forklift Truck\*
- Licence to Operate an Elevating Work Platform\*



### MARITIME

- Marine Radio Operations Certificate of Proficiency



### MOTORCYCLE LICENCES

- GLS Motorcycle Licence Assessment
- GLS Motorcycle Check Ride
- GLS Motorcycle Learner Permit

\* These courses include accredited training. Visit our website for unit of competency details.

# These courses are only for industry groups who supply equipment.

## SWTAFE CAMPUS LOCATIONS

### Warrnambool

197-205 Timor Street  
WARRNAMBOOL VIC 3280

### Hamilton

200 Ballarat Road  
HAMILTON VIC 3300

### Portland

154 Hurd Street  
PORTLAND VIC 3305

### Colac

89 Bromfield Street  
COLAC VIC 3250

## SWTAFE TRAINING FACILITIES

### Sherwood Park

Princes Highway (Deakin University)  
WARRNAMBOOL VIC 3280

### Glenormiston

333 Glenormiston Road  
GLENORMISTON VIC 3265



### Contact Us

Phone: 1300 648 911

Email: [learn@swtafe.edu.au](mailto:learn@swtafe.edu.au)

Mail: PO Box 674, Warrnambool, VIC, 3280

**[swtafe.edu.au](http://swtafe.edu.au)**



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TAFE 3120

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of printing; however courses may  
be affected by changes to the  
relevant training package.*

**TAFE VICTORIA**

